# Voice Sense
# User Manual

ENGLISH MANUAL
For Software Version 6.0

(April, 2011)
**When there are any manual updates, the readme files or appendices will be added to the manual CD and website.**

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# Safety Precautions

For your safety from the Voice Sense, please read safety precautions carefully.

1. The input voltage of the AC adapter is 100V - 240V, and the output is DC 5V / 2A.

2. When the Voice Sense is shipped, the battery is separate from the unit to avoid damage. The battery may not be fully charged when it is shipped. Before you use the Voice Sense, you should make sure the battery is fully charged. When you use the Voice Sense for the first time, you may need to open the package, take the battery, and insert it into the battery slot at the bottom side of the unit. It is possible that the dealer or distributor from whom you purchased the Voice Sense from has already done this for you.

3. When you use the Voice Sense with the battery for the first time, the battery status may not be displayed accurately. In order to avoid this, connect the Voice Sense to the AC adapter for about four hours. If you want to use the Voice Sense immediately after opening the box, you will need to connect the AC adapter to the unit for more than four hours to fully charge the battery.

4. If you want or need to take the battery out of the unit, turn the power off, and then take the battery out of the unit. Before putting the battery back in to the unit, make certain that the power switch is turned off.

5. When you are using the Voice Sense on battery power only (without the AC adapter), the status of the remaining battery power will be announced when the battery power is low. When

the battery's charge falls below 15 percent, connect the AC adapter to the unit for recharging. If the remaining battery power drops to five percent, and the unit is not connected to the AC adapter, the Voice Sense will shut down one minute after the announcement of the battery's status. The amount of battery life per charge will vary depending on the options you have set.

6. If remaining the battery is under 15 percent when you are using the Voice Sense on battery power only, you can't use both wireless LAN and SyncBraille without connecting AC adapter. If you want to use both devices at this moment, please connect AC adapter. Otherwise wireless LAN will be off automatically. (SyncBraille is sold separately.)

7. Your Voice Sense needs to be handled with care. The Voice Sense is a very delicate machine. You should make sure to handle the unit in a proper manner. Also, the Voice Sense is very sensitive to dust. Make sure to keep the Voice Sense away from dusty environments.

8. You will need to register your Voice Sense in order to ensure further maintenance, service, and upgrade information. Please visit www. hims-inc.com, to register your information. If you have any trouble when registering your information, please contact the dealer whom you purchased your Voice Sense product from for help.

9. Do not take apart the Voice Sense by yourself. Do not have anyone else who is not authorized by HIMS take apart the Voice Sense. If an unqualified person disassembles the unit, serious damage may occur to the Voice Sense. If an unauthorized person disassembles the Voice Sense, the unit will be excluded from any free maintenance, and the warranty will become void. If any liquid or external force damages the

unit, it may also be excluded from free maintenance, even if the damage occurred during the warranty period.

10. If you let your Voice Sense remain for a long time at the closed or high temperature places like inside of car, the battery attached to the Voice Sense may be defected or fired. So please don't keep your Voice Sense at those places.

11. If you have any complaints or suggestions, please provide us with your comments on our website. We will improve our product based on your comments and suggestions. Thank you for using the Voice Sense, and we value any comments or suggestions you have for our product.

12. This device complies with part 15 of the FCC Rules. Operation is subject to the following two conditions.
    1) This device may not cause harmful interference, and
    2) This device must accept any interference received, including interference that may cause undesired operation.

Congratulations on the purchase of your Voice Sense! The Voice Sense is capable of doing everything that an ordinary PDA can do, and more - all without the need for a screen!

## I. You will find the following items when you open the Voice Sense package:

1) Voice Sense
2) Battery
3) Carrying Bag
4) USB Gender (Short cable)
5) AC adapter
6) USB Cable (Long Cable)
7) Earphone
8) User Manual (CD)
9) Braille User Manual (Hot Keys List)

## II. How to use this manual

Before using the Voice Sense, you should read the entire manual to familiarize yourself with the functions of the Voice Sense. Reading the entire manual will allow you to operate the Voice Sense to its fullest potential. The Voice Sense has many functions. Many of these functions operate in a similar manner, so it is important to become familiar with all of the functions of the Voice Sense.

You will see references to hot keys and shortcut keys. These keys refer to ways to access menus and functions quickly by using a combination of keystrokes. Please note that not all hot keys and shortcut keys will work while you are in the Voice Sense. Some hot keys and shortcut keys require that you be within a program in order for specific hot keys and shortcut keys to work.

This user manual uses a specific notation of how to press keys. When you see, “Space-b (dots 1-2)” this means that you would press

the “space bar” and dots 1 and 2 simultaneously. This is a very important concept to understand when using this manual.

In order to use the Voice Sense, you will need to understand what a menu is, and how it works. You will also need to understand what a text box is, and how to type in information in a text box. It is very important that you completely understand concepts such as this, so that you are able to use the Voice Sense to its fullest potential.

If you find that you are unable to find a solution to a problem within the manual, or if you need assistance with the Voice Sense, please email us at support@hims-inc.com. Visit us on the web at www.hims-inc.com; or, you can call us at 512-837-2000.

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# 1. Introduction

## 1.1 What is the Voice Sense?

The Voice Sense is a note taker developed and manufactured by HIMS, for people who are blind and visually impaired. You can do the following with the Voice Sense.

1. You can use the Word Processor, and the Perkins style keyboard, to create Braille documents.
2. You can open Microsoft (MS) Word documents. The Voice Sense will import any document that was created in MS Word, and translate it into Braille.
3. Using the E-Mail Program, you can send email messages to sighted individuals.
4. Using the Schedule Manager, you can enter your appointments on the Voice Sense. The Voice Sense will then alert you at the time of your appointments.
5. With the Address Manager, you can input information about your contacts and the Voice Sense can retrieve the information for those contacts.
6. Using the Voice Sense Web Browser, you can surf the Internet.
7. Using the Voice Sense Media Player, you can listen to music, or any other sounds that are recorded in mp3, wma, or a wave file format.
8. On the Calculator, you can calculate algebraic equations, including scientific calculations.
9. You can copy any files from your personal computer to the Voice Sense, and vice versa.
10. You can copy, move, and delete files on the Voice Sense.
11. You can adjust the volume, the speed, and the pitch of the speech. You can change as many of these features as you want on the Voice Sense.

12. You can use the Database Manager to create your own Database for keeping and storing important information.
13. You can use MSN Messenger to communicate in real time, with others who are running the MSN Messenger program.

## 1.2 Hardware

In order to get the most out of your Voice Sense, you will want to become familiar with the Voice Sense by learning where the buttons and ports are located, as well as the function of each of these buttons and ports.

This section explains the hardware configuration of the Voice Sense. The dimensions of the Voice Sense are 7.3 inches long by 3 inches wide by 1 inch high. On the bottom of the unit, there are rubber feet in order to prevent slipping while you are using the Voice Sense. The input keys are Perkins-style, which consist of seven keys that represent dot one through dot six, and the space bar. In addition to these seven keys, there are two function keys that correspond to the Backspace and Enter keys.

The first thing you should do is place the Voice Sense on a level surface that you can use to examine the Voice Sense, such as a table or desk. When the Voice Sense is placed on a level surface, the shape of the entire unit will resemble a small, thin rectangular box. The Voice Sense has six sides. You should feel for the Braille keys. The side that the Braille keys are on should be facing up. The side that is now facing up is referred to as the top of the Voice Sense. The side that is facing to your right is called the right side panel. The side facing to your left is called the left side panel. The side that is facing away from you is called the rear panel. The side that is facing toward you is called the front panel, and the side that the Voice Sense is sitting on is called the bottom panel.

This section of the manual describes each side of the Voice Sense and the basic function(s) of each button and port. We will discuss each of the panels in the following order: top panel, right side panel, left side panel, rear panel, and front panel.

### 1.2.1 Top Panel

In the lower end, are four rectangular shaped buttons.
The spacebar is located between these four rectangular shaped buttons. Two of the rectangular shaped buttons are located on the left side of the spacebar and the other two are located on the right of the spacebar. These four rectangular shaped buttons are function keys. Moving from left to right, the key that is the farthest to the left is called the F1 key, and the key to the right of the F1 key is called the F2 key. Then, you will feel the spacebar. The key that is to the right of the spacebar is called the F3 key, and the key that is to the right of the F3 key is the F4 key.

There are twin round shaped buttons on left side of F1 key and right side of F4 key. These buttons is arrow keys. The upper button called the right arrow key and the lower button called the left arrow key on left side of F1 key. The upper button called the up arrow key and the lower button called the down arrow key on right side of F4 key.

Above the function keys, you will find the Braille keys that are Perkins-style, including the spacebar. If you have ever used a regular computer keyboard, this setup is very similar to the keys on the home row on a regular computer keyboard. When you are typing, you should place your fingers on these 9 Perkins-style keys in the following manner:

Place your index finger, middle finger, ring finger, and pinky finger of your left hand on the left four buttons. Then, place your index finger, middle finger, ring finger, and pinky finger of your right hand on the

right four buttons. Finally, place both of your thumbs on the spacebar, also called the space key.

The button where you placed your left index finger corresponds to dot one in Braille. The button that your left middle finger is on corresponds to dot two, and the button that your left ring finger is on corresponds to dot three. The button on which your left pinky finger is placed is the Backspace key.
The button that your right index finger is on corresponds to dot four in Braille. The button that your right middle finger is on is dot five, and the button your ring finger is placed on corresponds to dot six in Braille. The button on which your right pinky is placed is the Enter key. And, the long bar shaped button where your thumbs are placed is called the spacebar.

Toward the top of the Voice Sense on the top panel, is tow speakers in the center.

### 1.2.2 Right Side Panel

Next, let's discuss the right side panel of the Voice Sense. We will start from the front of the unit on the right side panel, and move our way toward the back. Toward the front of the Voice Sense on the right side panel, you will find the USB port. If you connect the unit to a personal computer by using this USB port, you can transfer files that are stored in the Voice Sense to your personal computer.
Continuing toward the back of the unit on the right side panel, you will find the I/O connector.

Continuing toward the back of the unit on the right side panel, you will find a small hole, which is the hole for the AC adapter jack. The AC adapter will plug in to this hole, and then plug in to a standard AC electrical outlet, so that you can use the Voice Sense with electricity, instead of using power from the battery.

### 1.2.3 Left Side Panel

Now, let's take a look at the left side panel of the unit. If you move your finger to the left side of the Voice Sense, you will find two slots that are split upper and lower. The upper slot is the SD slot. You can insert SD card (secure digital card) in SD slot. The lower slot is the CF slot. You can insert CF card (compact flash card) in CF slot.

### 1.2.4 Rear Panel

Next, let's take a look at the rear panel of the Voice Sense. On the far left of the rear panel, you will find a rectangular port. This is called the docking port. This docking port is used to test Voice Sense when the Voice Sense is designed. Please do not open this port.

To the right of docking port, you will find a small button. This is the reset button. If your unit is not responding properly, you can press this button using pointed tool, which will reboot the unit via a hard reset. Pressing the reset button is a hardware reset. Do NOT press the reset button for more than 5 seconds. You can also do a soft reset by pressing F2-F3-1-2-3-4-5-6. This is a software reset, instead of a hardware reset.
When the reset button is pressed, the Voice Sense will reboot. It will take about fifteen seconds for your unit to complete the reboot process.

To the right of the reset button, you will find a slide switch. This is the key lock switch. This switch will be explained in more detail in the next section.

### 1.2.5 Front Panel

Finally, let’s take a look at the front panel of the Voice Sense. You will find two holes, slide switch, five buttons in different

shapes and another slide switch from left to right. The hole on the far left is a receptacle, where the microphone jack can be plugged in. The hole to the right of the microphone receptacle is the place where a stereo headphone jack can be plugged in. The slide switch to right of the receptacles is for selecting the audio mode. This switch will be explained in more detail in the next section. The five buttons to the right of the slide switch are for playback audio and recording sounds. These five buttons will be explained in more detail in the media player section of this user manual. Another slide switch to right of the five buttons is on/off switch. This switch will turn the unit on and turn the unit off. To turn on the unit, push the switch to the right. To turn off the unit, push the switch to the left.

Congratulations! You are now familiar with the very basic functions of the buttons and ports that are located on the Voice Sense. The rest of the manual will discuss each function in greater detail to allow you to maximize the potential of your Voice Sense.

## 1.3 Hardware Specifications of the Voice Sense

1. Operating system: Windows CE.NET 5.0
2. Flash memory: 1GB
3. RAM: 128MB
4. Memory extension: Compact flash, SD memory or USB stick memory (also known as USB flash memory)
5. CPU: Intel PXA270
6. Battery: lithium polymer (detachable), backup battery installed
7. Keyboard: Braille keyboard with Perkins-style, 4 function keys, 4 arrow keys, 5 audio buttons.
8. Additional button and switch: key lock switch, audio mode switch, reset button.
9. Wireless: WLAN b/g, Bluetooth
10. Interface: USB OTG, CF slot, SD slot

11. Sound: Internal stereo speakers, stereo headphone jack
12. Voice recording: Internal microphone, external microphone jack

## 1.4 Memory on the Voice Sense

The Voice Sense has 128MB of RAM (random access memory) and 1GB of flash memory. The RAM is memory space that is reserved for running programs. This memory space is a temporary storage of any program files that are running or any current data located in documents that you are editing. The data in the RAM area will disappear if your battery goes dead, and the AC adapter is not connected. Also, when the Voice Sense reboots for any reason, the data in the RAM will disappear. However, the data in flash memory will not disappear, even if your battery goes dead, or if your unit reboots.

Now that you know what the Voice Sense is, move on to the next section to learn more about the basic functions of the Voice Sense.

# 2. Basic Functions of the Voice Sense

## 2.1 How to Use the Commands

All of the commands that you will use on the Voice Sense are comprised of different combinations of the Braille keys. In this user manual, the “-" sign is used to indicate key combinations. For example, “Space-z (dots 1-3-5-6)” indicates that the user should press the “space bar” and “letter z (dots 1-3-5-6)” simultaneously and then release them at the same time. You will also find expressions like “Space-1-3-5-6” in this manual. This means that the spacebar with dots 1, 3, 5, and 6 should be pressed and released simultaneously. You can execute most commands by pressing the “Enter” button. If you want to cancel the execution of any command, and return to the previous status, press “Space-z (dots 1-3-5-6).” “Space-z (dots 1-3-5-6)” is a very important command to remember, as it will allow you to back out of programs and menus, when you may have pressed keys that you did not mean to press.

### 2.1.1 Messages

If you have setup an appointment in the Voice Sense, Schedule Manager, you will be notified of your appointments by the Voice Sense on the day of your appointment. When you are notified of an appointment, you can interact with the Schedule Manager as you normally would. In order to exit from the Schedule Manager, you should press “Space-z (dots 1-3-5-6)” or “Space-e (dots 1-5),” and launch another program.

If you do not want to be alerted of “today’s schedule” when you turn on the Voice Sense, you should turn off the “check today’s schedule”.

If you turn off the Voice Sense while another program is opened, and then you turn it on again, the Voice Sense will tell you the name of

the program that was running on the Voice Sense when you turned it off. If you turn off the Voice Sense while you are using the word processor, it will tell you the file name/input mode and file protection status as well as the program name.

When you connect the AC adapter to the Voice Sense, the Voice Sense will speak the message “AC adapter on.” When you disconnect it from the Voice Sense, the Voice Sense will say, “AC adaptor off.”

## 2.2 Concept of the Menu

The menu on the Voice Sense is similar to the concept of a restaurant menu. For instance, a menu that is used at a restaurant will help you select your choice of food that will be served, while the menu on the Voice Sense provides you with choices that you can select. If you have selected a menu item from the menu items list, and there are sub menus, the Voice Sense will display those choices for that particular item.

Moving among the menu items is very simple.
Press “Space-m (dots 1-3-4)” or F2 to call up the menu, and press up arrow key (or “Space-1”) to move to the previous item, and press down arrow key (or “Space-4”) to move to the next item. Or just press an alphabet that follows the menu names. This is a “shortcut key.” Or you can execute the menu item without calling up the menu by pressing “hotkey.”

Shortcut keys are the alphabets in the parentheses that follow the menu names. And hotkeys are the combination of a couple of keys like “Enter,” “Space,” or “Backspace.” These are displayed after the shortcut keys.

For example, if you are in the word processor, and press “Space-m (dots 1-3-4)” or “F2,” and then press “Enter” on “file,”

you will hear “new (n) pull down Enter-n.” The word “new” represents the function. The letter “n (dots 1-3-4-5)” is the letter that you would press while you are in the “file” menu in order to move directly to “new.” “Enter-n (dots 1-3-4-5)” is what you would press to access the function “new” from anywhere in the word processor. The “n” is the shortcut key and “Enter-n” is the hotkey. It is important to note that not all hotkeys work from anywhere in the Voice Sense; some commands will only work while you are in a specific program. For example, if you want to activate the “new document” option in the word processor. You cannot press “Enter-n (dots 1-3-4-5)” in the “program” menu to activate this option. You must be in the word processor program in order for “Enter-n (dots 1-3-4-5)” to activate the “new document” option.

You can also move to the next menu item by pressing “Space-4” or “down arrow key.” You can move to the previous menu item by pressing “Space-1” or “up arrow key.” When you want to move to the first item of the menu, you can press “Space-1-2-3.” If you would like to move to the last item of the menu, you can press “Space-4-5-6.” The corresponding menu name will be spoken through the TTS (text to speech) engine. If you want to listen to the name of the menu again, press “Space-r (dots 1-2-3-5).” Once you move to a menu item that you want to execute, press “Enter” in order to execute the menu. By pressing “Enter,” you will move to the sub menu. If there is no submenu, the Voice Sense will execute the command from the menu. This process is called “menu selection.” You may also move to any menu or execute any menu by pressing an initial spelling of the menu.

Sometimes, if a menu is executed by pressing “Enter,” the lower-level menu is displayed. In this case, if you use with SyncBrille, the right direction arrow sign (->) is displayed after the name of the corresponding menu on the Braille display.

When this happens, the Voice Sense will say, “pull down.” Or, if a menu is executed by pressing “Enter,” the dialog box is displayed. In this case, if you use with SyncBraille, the ellipsis sign (…) will be displayed after the name of the corresponding menu on the Braille display. In this case, the Voice Sense will also speak the message, “common dialog.”

Let’s begin going through the various menus. First, turn the unit on by pushing the power switch to the left. Now, bring up the “program” menu. You can bring up the “program” menu by pressing “F1.” The “program” menu is the top menu in the Voice Sense. That is, the “program” menu is the parent directory for everything, as there are no directories or menus above the “program” menu. The items in the “program” menu are file manager, word processor, address manager, schedule manager, e-mail, media player, FM radio, web browser, daisy player, Bluetooth manager, database manager, extras, social networking, utilities, global options, and help. The first item of the “program” menu is “file manager.” If “Space-4” is pressed, the next menu item is spoken. If “Space-4” is pressed repeatedly, the “help” menu will say. The “help” menu is the last item on the “program” menu.

Press “Space-4-5-6” when “file manager” is spoken. The Voice Sense will say “help.” Then, press “Space-1-2-3,” and the Voice Sense speaks “file manager.” It means that “Space-4-5-6” moves to the last item of the “program” menu, and “Space-1-2-3” moves to the first item of the “program” menu. If you want to move from the current menu to the upper level menu, press “Space-e (dots 1-5).”

At any point in the “program” menu or navigating sub-menus, you can press the “F1” key to go to the “program” menu immediately. The file manager, which is the first item of the “program” menu, will be displayed.

### 2.2.1 Control Symbols on the Voice Sense

The Voice Sense has many control symbols. Those symbols appear when you set “before” and “after” the “control information” in the “Global options”. The default value is set to “before.” However, if you are in the web browser, the control symbols will be heard even if you turn off the “control information” option.
The control symbol will appear in front and back of the menu name or item name. For example, you might see something like, “MN file (f) pull down.”

The following table shows the names and the symbols of the control symbols that are heard in front and back of menu names.

If you use with SyncBraille, the control symbols will be displayed in Braille. (SyncBraille is sold separately.)

| Name | Symbol | Comments |
|---|---|---|
| Menu | MN | It means the menu that has submenus. |
| Menu item | MI | It means the menu that does not have a submenu. |
| List item | LI | The item name after this symbol represents the name of the item in any list.<br>(Ex: “LI database” or “LI sample.txt” in the “file list” of the file manager) |
| Edit box | EB | The item name after this symbol represents the edit box name. You can find the edit box after the edit box name. In the web browser, the symbol “EB” may |

| | | |
|---|---|---|
| | | be followed by an edit box without an edit box name. Edit boxes that begin with the symbol “EB” are one line.<br>(Ex: “EB name (cursor)” in the address manager program or “EB (cursor)” |
| Multi edit box | MEB | This also represents the edit box. But you can type in more than one line in the edit box.<br>(Ex: “MEB subject : (cursor)” in the e-mail program) |
| Computer edit box | CE | It means there is an edit box to input ASCII Braille.<br>The edit box after this symbol should allow ASCII Braille to be typed in.<br>(Ex: "CE to: (cursor)" in the email program) |
| Combo box | CB | It represents the combo box in which you can choose an item by pressing the up arrow key or the down arrow key.<br>(Ex: “CB type: *.*” in the “open dialog box” of the word processor program) |
| Edit combo box | ECB | You can choose the desired item by pressing the up or down arrow key, or by directly typing in the item name.<br>(Ex: “ECB file name: (cursor) “ in the “open dialog box“ of the word processor program) |
| Prompt button | PB | PB follows any question in which |

| | | |
|---|---|---|
| | | you have to choose “yes” or “no.” You can toggle between “yes” and “no” by pressing the “Space” or the “Backspace” button.<br><br>(Ex: When you exit from the word processor, “PB save: yes”) |
| Static box | ST | ST is followed by the current status.<br>(Ex: “ST noname.hbl/insert mode/write” in the word processor program) |
| Link | LN | It means there is a link in the web page. |
| Anchor | ANC | It means there is an anchor in the web page. |
| Radio button | RB | It represents a radio button, which allows you to choose an item by pressing the up arrow key, down arrow key, space, or Backspace. Also it cycles between items when pressing this key.<br>(Ex: “RB attribute: write” in the “information dialog box” of the file manager) |
| Radio button select | SRB | It means that the radio button is selected in the web browser |
| Radio button unselect | URB | It means that the radio button is not selected in the web browser. |
| Check box check | SCHB | It means that the check box is selected. |
| Check box uncheck | UCHB | It means that the check box is not selected. |

Links, anchors, and radio buttons are controls that are only used in the web browser. The symbols enable you to understand what type of box or menu you are working with. For example, if "menu", "menu item" or "list item" are heard in front of a list, you can move from one item to the next item or previous item by pressing the up or down arrow keys. If "edit combo box", "edit box", "combo box", "multi edit box" are heard, you will input the desired letters. If "BT" is heard, you can press "Enter" to "push the button."

## 2.3 Using the Function Keys

There are four function keys on the Voice Sense. When using the Voice Sense, you can open the menus, cancel tasks, and move to other items by using these function keys. No matter where you are in the Voice Sense, the "F1" key will open the Voice Sense "program" menu. You can also use "F1" and the shortcut key for each program in the "program" menu to open each program anywhere in the Voice Sense. For example, if you are in the word processor, and want to open the web browser, you could press "F1-b (dots 1-2)" to open the web browser. In each program, "Space-m (dots 1-3-4)" and the "F2" key will open the specific menu for each program. The "F3" key has the same function as "tab ("Space-4-5"). If you press "Space-F3," this will have the same function as pressing "shift-tab ("Space-1-2")." The "F4" key will function just like the "escape" key does on a personal computer. This key performs the same function as pressing "Space-e (dots 1-5)." Please note that the "escape" key does not exit a program, as does "Space-z (dots 1-3-5-6)."

You can use combinations of the function keys to allow you to do many tasks. Pressing "F1" and "F2" at the same time will work the same as "page up" on a personal computer. If you press the "F3" and "F4" keys at the same time, this is the same as pressing "page down" on a personal computer. The combination of the "F1" and "F4" keys

will move you to the task ID (like the task bar in a computer running Microsoft Windows). If you press the “F2” and “F3” keys simultaneously, you can switch between the different programs that are running just like pressing “alt-tab” in your PC.

## 2.4 The AC Power Supply and the Battery Pack for the Voice Sense

It is very useful to know what the remaining battery power when the Voice Sense is being operated only on battery power. If the remaining battery power is not sufficient, the Voice Sense will indicate that the battery power is low. In this case, you need to check the remaining battery power, especially when you are using the Voice Sense without plugging it into an AC power supply.

To check the battery power status, press “Space-1-6.” You will find the following 2 items:

1. Battery power level
2. Power source (battery or AC supply)

The battery power level represents the percentage of the remaining battery power. The power source indicates whether power is coming from the battery or the AC power supply. If the battery power level drops under 15 percent, the Voice Sense will display the battery status on the Braille display, and it will announce (through the speakers) that the battery has less than 15 percent of its power left. If the battery power level falls below five percent, the Voice Sense will give you a warning indicating that your battery power level is under five percent, and the Voice Sense will be automatically turned off in one minute, unless you connect the Voice Sense to an AC power supply. If the battery remains under 15 percent when you are using the Voice Sense on battery power only, you can’t use both wireless LAN and

SyncBraille without connecting AC adapter. If you want to use both devices at this moment, please connect AC adapter. Otherwise wireless LAN will be off automatically. (SyncBraille is sold separately)

Let’s explore the detachable battery pack. When the Voice Sense is shipped, you will find the battery pack is not installed in the Voice Sense. This is done to prevent damage during shipping.
When inserting the battery, flip the unit to the left side so the bottom is up. If you feel the bottom surface of the unit with your left hand, you will notice a lowered area that is about two-thirds the length of the unit. Please grip the projection part of battery using the thumb and point finger of right hand. And insert the battery in this lowered area. You will have to apply a gentle pressure toward the left since the contacts are kind of springy.
When removing the battery, flip the unit to the left side so the bottom is up. With your right hand on the release button and with that button pushed toward the back of the unit. Take your thumb and pointer fingers and locate the two indentations, one on the front top edge and the other one the top back edge (in the beveled area approximately 1.5 inches from the latch switch). Lift up on the indented areas and the battery should lift out of the unit.

When you insert this battery pack in to the Voice Sense for the first time, the unit may display an inaccurate battery power level. Before using the Voice Sense for the first time, please charge the battery for more than four hours, and do not use the unit while it is recharging. If you need to use the unit during the initial recharge, the unit should be connected to the AC power supply for at least six hours in order to fully charge the battery. When you remove the battery from the Voice Sense, make sure your unit is turned off, especially when the AC power supply is not connected to your unit. Otherwise, you may lose all of your data that is stored in RAM, and your unit may be out of order.
If you remove the battery from the Voice Sense after you turn off the power of Voice Sense, your data in the RAM will remain for only

about one hour. In order to keep your data that is stored in RAM, the Voice Sense must be connected to an AC power supply or battery pack within one hour; otherwise the data that is stored in RAM will be lost.

## 2.5 Basic Explanation of Disks, folders, and files

The flash memory in the Voice Sense is similar to a big bookshelf in a library. The piece of hardware in the Voice Sense that is called the “disk” is similar to the idea of a bookshelf in a library. You can make partitions on a bookshelf in order to organize books into categories. Each category can be compared to what are called “folders” on the Voice Sense. The books in each section can be compared to what are called “files” on the Voice Sense. You can save files into any folders at your convenience. If you make the proper folder names for files you are saving, it will make it easier to find saved files when you need to access them later.

When the Voice Sense is shipped from the factory, the name of the flash memory in the Voice Sense is called “flashdisk.” You can create folders on this “flashdisk” in any way that you prefer.

You can also expand your memory space by adding additional memory devices, such as a compact flash memory card in the CF slot, or SD card in the SD slot. The default name of the CF card is “CFD.” The SD card is called “SD.” If you decide to add any of these memory devices, you will be able to create folders, and save files on the additional memory devices.

## 2.6 Controlling the Volume, Speed, and the Pitch of Speech

You can change the volume, speed, and pitch of speech used on the Voice Sense. To change the volume, you can press “BackSpace-F4” to raise the volume. Press “BackSpace-F1” to lower the volume. To make changes in the reading speed, you

can press “Space-F4” to make the reading faster. Press “Space-F1” to make the reading speed slower. In order to make changes in pitch, press “Enter-F4” for a higher pitch and “Enter-F1” for a lower pitch. When any of the above combination keys are pressed, the Voice Sense will announce the status of its volume, speed, or pitch. The changes you made with these combination keys will remain in effect even when you turn off the machine and turn it back on again. These changes can also be made in the “Global options” settings.

## 2.7 How to type the character

In the document, “edit box” and “multi edit box” on Voice Sense, you can enter the grade 1 or grade 2 Braille. But in the “computer edit box” such as “recipient » in email program, you have to enter the computer Braille.
If you want to enter the capital letter, you can use the “capital sign (Space-u (dots 1-3-6))” when you enter the computer Braille. For example, if you want to enter the “H” in computer edit box, you press the Space –u (dots 1-3-6) and press the dots 1-2-5.
If you press “Space-u (dots 1-3-6)” twice, capitals continue until you turn off by pressing “Space-u (dots 1-3-6).”
You can use the “Space-Backspace” instead of “capital sign (Space-u).” Only, you have press “Space-Backspace” and “dots 1-2-5” simultaneously.
Also you can use the “capital sign” when you enter the “at sign.” To input the “at sign,” you press the Space-u (dots 1-3-6) and press the dot 4. Also you can input the “at sign” by pressing “Space-Backspace-dot 4.”
And if you want to enter the number, you can use the “number sign (dots 3-4-5-6).” But in the computer edit box, you have to input the number in computer Braille that lowered by one row and no number sign.

### 2.7.1 The ASCII table for a computer Braille input

exclamation mark: dots 2-3-4-6
quotation mark: dot 5
number sign: dots 3-4-5-6
dollar sign: dots 1-2-4-6
percent: dots 1-4-6
ampersand: dots 1-2-3-4-6
apostrophe: dot 3
left parenthesis: dots 1-2-3-5-6
right parenthesis: dots 2-3-4-5-6
asterisk: dots 1-6
plus: dots 3-4-6
comma: dot 6
dash: dots 3-6
period: dots 4-6
slash: dots 3-4
0: dots 3-5-6
1: dot 2
2: dots 2-3
3: dots 2-5
4: dots 2-5-6
5: dots 2-6
6: dots 2-3-5
7: dots 2-3-5-6
8: dots 2-3-6
9: dots 3-5
colon: dots 1-5-6
semi colon: dots 5-6
less than: dots 1-2-6
equal: dots 1-2-3-4-5-6
great than: dots 3-4-5
question mark: dots 1-4-5-6
at sign: Space-u (dots 1-3-6), dot 4
A: Space-u (dots 1-3-6), dot 1

B: Space-u (dots 1-3-6), dots 1-2
C: Space-u (dots 1-3-6), dots 1-4
D: Space-u (dots 1-3-6), dots 1-4-5
E: Space-u (dots 1-3-6), dots 1-5
F: Space-u (dots 1-3-6), dots 1-2-4
G: Space-u (dots 1-3-6), dots 1-2-4-5
H: Space-u (dots 1-3-6), dots 1-2-5
I: Space-u (dots 1-3-6), dots 2-4
J: Space-u (dots 1-3-6), dots 2-4-5
K: Space-u (dots 1-3-6), dots 1-3
L: Space-u (dots 1-3-6), dots 1-2-3
M: Space-u (dots 1-3-6), dots 1-3-4
N: Space-u (dots 1-3-6), dots 1-3-4-5
O: Space-u (dots 1-3-6), dots 1-3-5
P: Space-u (dots 1-3-6), dots 1-2-3-4
Q: Space-u (dots 1-3-6), dots 1-2-3-4-5
R: Space-u (dots 1-3-6), dots 1-2-3-5
S: Space-u (dots 1-3-6), dots 2-3-4
T: Space-u (dots 1-3-6), dots 2-3-4-5
U: Space-u (dots 1-3-6), dots 1-3-6
V: Space-u (dots 1-3-6), dots 1-2-3-6
W: Space-u (dots 1-3-6), dots 2-4-5-6
X: Space-u (dots 1-3-6), dots 1-3-4-6
Y: Space-u (dots 1-3-6), dots 1-3-4-5-6
Z: Space-u (dots 1-3-6), dots 1-3-5-6
left bracket: Space-u (dots 1-3-6), dots 2-4-6
back slash: Space-u (dots 1-3-6), dots 1-2-5-6
right bracket: Space-u (dots 1-3-6), dots 1-2-4-5-6
carat: Space-u (dots 1-3-6), dots 4-5
underscore: Space-u (dots 1-3-6), dots 4-5-6
grave accent: dots 4
a: dot 1
b: dots 1-2
c: dots 1-4
d: dots 1-4-5

e: dots 1-5
f: dots 1-2-4
g: dots 1-2-4-5
h: dots 1-2-5
i: dots 2-4
j: dots 2-4-5
k: dots 1-3
l: dots 1-2-3
m: dots 1-3-4
n: dots 1-3-4-5
o: dots 1-3-5
p: dots 1-2-3-4
q: dots 1-2-3-4-5
r: dots 1-2-3-5
s: dots 2-3-4
t: dots 2-3-4-5
u: dots 1-3-6
v: dots 1-2-3-6
w: dots 2-4-5-6
x: dots 1-3-4-6
y: dots 1-3-4-5-6
z: dots 1-3-5-6
left brace: dots 2-4-6
vertical bar: dots 1-2-5-6
right brace: dots 1-2-4-5-6
tilde: dots 4-5

### 2.7.2 Input/Search for Control character

Control character is a code in a character set, which does not in itself represent a written symbol in computing. For example, all entries in the ASCII table below code 32 such as Form Feed (FF), TAB, and Carriage Return (CR). In the Voice Sense, you can input or search the control character in the Braille documents.

1. Inputting the Control character

The control character can be input only in the Braille documents. Inputting the control character in the Braille documents, follow these steps below.

(1) While opening the Braille document, press “Space-x (dots 1-3-4-6)” and ‘control character’ will be announced.
(2) Input the control character. For example, pressing “l (dots 1-2-3)” for Form Feed (FF) and “i (dots 2-4)” for TAB in alphabetic order. Pressing dot(s) for each control character except dot-7 and 8.
(3) The control character will be inputted in the Braille documents.

2. Searching for the Control character

The control character can be searched as well in the Braille documents. Searching for the control character, follow these steps below.

(1) While opening the Braille document, press “Space-f (dots 1-2-6)”.
(2) “Text to find” will be displayed.
(3) Press the “Space-x (dots 1-3-4-6)” and ‘control character’ will be announced.
(4) Input the control character that you want to search for. For example, pressing “l (dots 1-2-3)” for Form Feed (FF) and “i (dots 2-4)” for TAB in alphabetic order. Pressing dot(s) for each control character except dot-7 and 8.
(5) Pressing Enter will search for the control character.

## 2.8 How to use the Virtual Cursor

You will need to check any list items, status information or any message in detail when you are using Voice Sense. If you use the Virtual Cursor, you can move by word or move by letter when you read list items, status information or any message. There are many display items that as no real cursors. For example, there is no real cursor in the file list of the File Manager, program list in the Program

menu or power status information. The Virtual Cursor is used to check any items that do not have real cursor by moving the virtual cursor by word or by letter.

How to use the Virtual Cursor is almost the same as how to use the real cursor when you move in the document. Please note that the Virtual cursor is used in combination with F2 or F3, but the real cursor is used in combination with Space key.

Followings are the Virtual Cursor keys;
Move to previous word: F2-dot 2 or F3-dot 2
Move to next word: F2-dot 5 or F3-dot 5
Move to previous character: F2-dot 3 or F3-dot 3
Move to next character: F2-dot 6 or F3-dot 6
Read current word: F2-dots 2-5 or F3-dots 2-5
Read current character: F2-dots 3-6 or F3-dots 3-6

If you press F2-dots 3-6 or F3-dots 3-6, the Voice Sense will read current character. And if you press this key again, it will read phonetic sign of the character.
For example, if you press F2-dots 3-6 on the alphabet ‘A’, Voice Sense will read ‘ei’ and if you press again, it read ‘alpha’.

## 2.9 Multi Tasking

The Voice Sense can do more than one task at the same time, which is called multi-tasking. For example, you can work with the word processor while you are listening to music, and you can put calculations into a document at the same time. This is called a Voice Sense multi-task. If you want to work with the word processor while listening to music, you can first run the media player and play a music file. While playing music, you can press the “F1” key to open the Voice Sense menu and run the word processor.

The Voice Sense can run up to seven programs simultaneously. You cannot have more than seven multi-tasks. That is, you cannot run more than seven programs at the same time. If you open another program when you are running seven programs, you will hear the “cannot run more than seven programs at once.” And then return to the “program” menu. If you want run another program, you must exit the program that one in already running programs.

After you press F1 to call up the “program” menu, or after you press F1-F4 to open the Task ID, you can press “escape” (“Space-e” or “F4”) to return to the previously-running program.
If you want to switch between programs while running more than one program, press the “F1” and “F4” keys at the same time to open the Task ID. The Task ID shows the names and numbers of the running programs, just like the file manager. You can cycle through the running programs on the Voice Sense with the “Space-1” or the “Space-4” and up and down arrow key. Press the “Enter” key to run the program that you want after focusing on your selection.

The combination of the “F2” and “F3” keys can switch between all of the running programs immediately without opening the Task ID. It functions the same way as the “alt-tab” keys on your PC. If you are running three programs and you are in the second program, pressing the “F2” and “F3” keys at the same time will move you to the third program. If you press “F2-F3” again, you will be on the first program.

In the above case, pressing “Space-z (dots 1-3-5-6)” will close the current running program and move you to the previous program. However, if there is only one program running, pressing “Space-z (dots 1-3-5-6)” will close the program and move you to the Voice Sense “program” menu. Note that “Space-z (dots 1-3-5-6)” is different from the “escape” key, which does not close programs.

## 2.10 Switching Audio mode

The audio buttons on the front panel will work for different function according to the location of Audio mode switch.
If you push the audio mode switch to the left side, the Voice Sense will say “radio mode” and the audio buttons will work for the FM radio program.
If you set the audio mode switch to the center, the Voice Sense will say “daisy mode” and the audio buttons will work for the Daisy program.
If you push the audio mode switch to the right side, the Voice Sense will say “media mode” and the audio buttons will work for the Media program.
So in order to use the audio buttons as you desire, you have to set the audio mode switch to the proper position. For example, when you are using Media program and the audio mode switch is located in the left side, the audio buttons on the front panel will work for FM radio program. The detailed function of the audio buttons will be explained in the FM radio, Daisy and Media program sections in this user manual.

## 2.11 Switching Key lock

You can disable or enable any specified keys on the Voice Sense by using Key Lock switch on the rear panel.
If the key lock switch put on left (toward reset button), Voice Sense will say “unlock.” In this case, you can use the all keys (Braille keyboard, audio buttons, arrow keys, function keys, audio mode switch and on/off switch).
If the key lock switch put on center, Voice Sense will say “top panel locked.” In this case, only you can use the buttons and switches in the front panel (audio mode switch, audio buttons and on/off switch).
If the key lock switch put on right, Voice Sense will say “all keys locked.” In this case, you can’t use the all keys including the on/off switch.

But, you can use the reset button, regardless of location of key lock switch.

## 2.12 One-Handed Mode

Voice Sense provides a one-handed mode for users restricted to the use of one hand for Braille input. To turn on one-handed mode, hold down F3, while turn on the power switch. And to turn off this mode (i.e. to return on two-handed mode), hold down F4, while turn on the power switch. Also, by using the Option menu, you can turn on or off this mode.
When one-handed mode turned on, the input methods are as follows:

1. To type a character, you press the dots in any combination or order. And when you have pressed all dots, press “Space.” For example, if you want to type the “h,” you press “dot 1” and “dot 2” separately or together and then press “dot 5.” And finally you press “Space.”
2. To press a command that includes “Space,” you press “Space” both before and after the other keys. For example, if you want to press “Space-o (dots 1-3-5),” you press “Space” and then press “dot 1”, “dot 3” and “dot 5” separately or together in any order. Then press “Space” again.
3. To press a command that includes “Backspace” or “Enter,” you press “Backspace” or “Enter” before the other keys. And then press other keys. Finally you press “Space”. For example, if you want to press “Enter-l (dots 1-2-3)”, you press “Enter” and then press “dots 1-2-3.” And press “Space.”
4. To press “Space”, “Backspace” and “Enter”, you press this key combination twice. For example, if you want to press “Space” to make a space between words, you press “Space” twice.

The operation of the arrow keys, function keys, audio buttons remains the same as in two-handed mode.

If one-handed mode is on, the Voice Sense will advise this each time it is turned on, and will also advise what to do to return to the two-handed mode.

## 2.13 Using Typing Mode

While you are typing in document, you execute “Typing Mode”.

In order to execute the “Typing Mode”, follow these steps:

1. Press “Backspace-Enter-c (dots 1-4)”, while you are typing in document.
2. It shows “Start typing mode”

If you are executing the “Typing Mode”, press “Space-4” in document. It doesn’t go to next line. It will be typed “Space” and “Dot 4” in document.

In order to cancel the “Typing Mode”, follow these steps:

1. Press “Backspace-Enter-c (dots 1-4)” in the “Typing Mode”.
2. It shows “End typing mode”.

After you cancel the “Typing Mode”, it will go to the next line in document when you press “Space-4”.

## 2.14 Common Combination Keys

1. Call up the program menu: F1
2. Run the individual program in the program menu F1-“shortcut key” (varies for each program)
3. Call up the task ID list: F1-F4
4. Switch to previous program: Space-F2-F3
5. Switch to next program: F2-F3
6. Call up the menu in the individual program: Space-m (dots 1-3-4) or F2
7. Exit: Space-z (dots 1-3-5-6)
8. Escape: Space-e (Space-1-5) or F4

9. Move to the next control in a dialog box: Tab (Space-4-5 or F3)
10. Move to the previous control in the dialog box: Shift-tab (Space-1-2 or Space-F3)
11. Move to the previous character: Left arrow keys or Space-3
12. Move to the next character: Right arrow keys or Space-6
13. Move to the previous line/item: Up arrow key or Space-1
14. Move to the next line/item: Down arrow key or Space-4
15. Move to the beginning of line/item: Home key (Space-1-3)
16. Move to the end of line/item: End key (Space-4-6)
17. Move to the top of a document or to the first item: Ctrl-home (Space-1-2-3)
18. Move to the bottom of a document or to the last item: Ctrl-end (Space-4-5-6)
19. Move to the previous page or to the first item of the previous 32 item group: Page up (space 1-2-6 or F1-F2)
20. Move to the next page or to the first item of the next 32 item group: Page down (space 3-4-5 or F3-F4)
21. Capital sign: Space-u (dots 1-3-6)
22. Read the current item again: Space-r (dots 1-2-3-5)
23. Say current time: Space-t (dots 2-3-4-5)
24. Display power status: Space-1-6
25. Call up the “Global options”: Space-o (dots 1-3-5)
26. Online help: Space-h (dots 1-2-5)
27. Checking your version: Space-v (dots 1-2-3-6) only in the Voice Sense “program” menu.
28. Display network status: Space-n (dots 1-3-4-5) in the Voice Sense “program” menu.
29. Increase the voice volume: BackSpace-F4
30. Decrease the voice volume: BackSpace-F1
31. Increase the voice rate: Space-F4
32. Decrease the voice rate: Space-F1
33. Increase the voice pitch: Enter-F4
34. Decrease the voice pitch: Enter-F1
35. Change Bluetooth on/off: BackSpace-3-4-5-6
36. Change Wireless LAN on/off: BackSpace-1-4-5-6

37. One-handed mode on: hold down F3 while turning on.
38. One-handed mode off: hold down F4 while turning on.
39. Use typing mode: Backspace-Enter-c (dots 1-4)

# 3. Global options

The “Global options” in the Voice Sense has information on all of your settings. You can change your preferences regarding each option. You can access the “Global options” by pressing “F1.” Then, use “Space-4” or “Space-1” until you find “global options.” Then, press “Enter” on “global options.” By pressing the “Space-o (dots 1-3-5),” you can open the “Global options” while you are anywhere in the Voice Sense. You can navigate all of the items in the “Global options” with “Space-1 (up arrow)” or “Space-4 (down arrow).” You can also use the up and down arrow keys for navigating through each of the items. You can change the setting values with the “spacebar” or “Backspace” buttons. There are many shortcut keys which you can use to quickly move you to wherever you want to go in the “Global options”. By pressing “Space” on an item in the “Global options”, you can turn the setting on or off, or toggle between the various options that are available for the item you are on.

The “Global options” is like a dialog box. To change and save the settings in the “Global options”, you must press “Enter” once you have selected the setting that you want to save. If you do not press “Enter” (or select “confirm”) on the setting that you want, the setting will not be saved. Once you press “Enter” to save the setting, the Voice Sense will say, “saved options,” and you will be returned to where you were before you entered the “Global options”. To cancel the change to the setting, press the “F4” key, “Space-e (dots 1-5),” or “Space-z (dots 1-3-5-6).” The Voice Sense will then speak the message, “canceled saving options.” When you are on an option, you can also use “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to go to the “confirm” and “cancel” buttons. If you want to save your settings, press “Enter” on the “confirm” button. If you do not want to save the changes you made to the settings, press “Enter” on the “cancel”

button.

Before we go in to detail about each option, let's first go through a brief overview of what you will find in the "Global options".

## 3.1 Option Menu Overview

The "Global options" contains different settings that can be changed in the Voice Sense. By pressing "Space-o (dots 1-3-5)," you can open the "Global options" while you are anywhere in the Voice Sense. The "Global options" has five groups.

1. Braille setting (which includes Braille cursor, eight dot mode, view/input grade, Braille Code, and message display time)
2. Voice setting (which includes voice, punctuation level, keyboard echo, capitalization alert, numbers, abbreviation, voice volume, voice rate, voice pitch, and scroll voice)
3. General setting (which includes print paper size, audio alerts, play power on/off sound, arrow key mode, skip empty lines, control information, hide passwords, hot key information, announce shortcut keys, power saving mode, power saving kick in, check today's schedule, one-handed mode, Automatic spell-check, default document mode type, Automatically synchronize with time server, progress indicator, Bluetooth, wireless LAN and mass-storage device mode.)

You can move between the five groups by pressing "page down ("Space-3-4-5" or "F3-F4")" or "page up ("Space-1-2-6" or "F1-F2")." When a group is opened, a list of options will appear that can be changed for the particular setting that you are on. A list of options under a group, are referred to as a "list." You can move between items in the "list" by pressing "Space-1" or "Space-4." You can then change the setting for each option by pressing "Space" or "Backspace" on each option.

## 3.2 Option Menu in Detail

Now, let's take a look at each function in the "Global options" in more detail, and look at the specific steps on how to change the various settings. It is very important to note that there are duplicate shortcut keys; therefore, pressing a shortcut key will move the focus to the next setting that has a matching shortcut key, and pressing the same shortcut key will move the focus to the next setting that has the same shortcut key. If there are no more settings that have the same shortcut key, the Voice Sense will wrap around and move to the first match. Pressing "Space-1" or "Space-4" moves the focus to the previous setting or the next setting. Pressing "page up ("Space-1-2-6")" or "page down ("Space-3-4-5")" will move the focus to the beginning of the previous group of settings or to the beginning of the next group of settings.

### 3.2.1 Braille Cursor

Note: This function appears when the Voice Sense is connected to SyncBraille. (SyncBraille is sold separately).

You can choose how you want the Braille cursor to show up on the Braille display. The shortcut key is "c (dots 1-4)." By default the cursor is set to "always up." If you do not want the cursor set to "always up," you can press the "Space" key to turn the cursor "blinking," and one more press the "Space" key to turn the cursor "off." If you have changed the setting, press the "Enter" key to save the setting. You can also "tab ("Space-4-5")" or "shift-tab ("Space-1-2")" to the "confirm" button, and press "Enter." If you do not want to save the setting, "tab ("Space-4-5")" or "shift-tab ("Space-1-2")" to the "cancel" button, and then press "Enter." You can also cancel saving the setting by pressing "space–z (dots 1-3-5-6)" or "Space-e (dots 1-5)."

Note that there are three types of cursors:

1. “dots 7-8”
2. blinking “dots 7-8”
3. blinking “dots 1-2-3-4-5-6-7-8”

The blinking “dots 7-8” will be displayed when you are in the “overwrite mode” in the word processor. The blinking “dots 1-2-3-4-5-6-7-8” will appear when you are using the “start selection” setting in the word processor and when you are in an edit box. In all other situations, the cursor will be displayed as “dots 7-8.”

### 3.2.2 Eight Dot Mode

Note: This function appears when the Voice Sense is connected to SyncBraille. (SyncBraille is sold separately).

You can choose to use a 6-dot-Braille or 8-dot-Braille display when using ASCII text mode. The shortcut key is “e (dots 1-5).” By default the 8-dot-Braille display is set to off. You can switch this option to 8-dot-Braille mode by pressing the “Space” key. You can toggle this option on or off by pressing “F1-down arrow key” while you are using another program in the Voice Sense, without having to pull up the ”Global options”. If you have changed the setting, press the “Enter” key to save the setting. You can also “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “confirm” button, and press “Enter.” If you do not want to save the setting, “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “cancel” button, and then press “Enter.” You can also cancel saving this setting by pressing “space–z (dots 1-3-5-6)” or “Space-e (dots 1-5).”

### 3.2.3 View/Input the Grade of Braille

You can choose what grade of Braille you want to use when reading. The shortcut key is “g (dots 1-2-4-5).” The setting choices are Contracted Braille, Uncontracted Braille and Computer Braille. You can switch between the settings by pressing the “Space”. You can

press “Space-g (dots 1-2-4-5)” to cycle through the three settings while you are using other programs without calling up the ”Global options”. If you have changed the setting, press the “Enter” key to save the setting. You can also “tab (“Space- 4-5”)” or “shift-tab (“Space-1-2”)” to the “confirm” button, and press “Enter.” If you do not want to save the setting, “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “cancel” button, and then press “Enter.” You can also cancel saving the setting by pressing “space–z (dots 1-3-5-6)” or “Space-e (dots 1-5).”

### 3.2.4 Braille Code

Braille code is a writing system which sets the Braille rule. The Voice Sense can be set either “US” or “UEBC.” “UEBC (Unified English Braille Code)” is the original intent was to explore the possibility of bringing together three of the official Braille codes that are used for Braille in those countries for various purposes, viz.: literary material (English Braille, American Edition), mathematics and scientific notation (Nemeth Code), and computer notation (Computer Braille Code).

The short cut key of the Braille code is “c (dots 1-4).” The default setting is set to “US.” If you want to change to “UEBC” you need to press “Space.”

If you have changed the setting, press “Enter” to save the setting. You can also “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “Confirm” button, and press “Enter.” If you do not want to save the setting, “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “Cancel” button, and then press “Enter.” You can also cancel saving the setting by pressing “Space-z (dots 1-3-5-6)” or “Space-e (dots 1-5).”

Note: If you change the Braille Code option while you are editing Braille in the Word Processor, current written Braille would be changed to different meanings in text. In order to avoid this situation,

the Braille Code option needs to be changed before launching the Word Processor.

### 3.2.5 Message Display Time

This function appears when the Voice Sense is connected to SyncBraille. (SyncBraille is sold separately.)
You can choose when a Braille message will disappear from the Braille display. This setting will only work when the voice setting is set to “off.” But “Stand by” and “Ignore” execute when the voice setting is set to “On”. The shortcut key is “m (dots 1-3-4).” The setting options that you can choose from are “standby,” ”ignore”, and 1 to 10 seconds. The default is “3 seconds.” The “Space” key increases the option by one second and the “Backspace” key decreases the option by one second. You can set the unit to standby mode by pressing the “Space” key until you reach “stand by.” In this mode, the message will remain until you press a key. The higher value you select, the longer the message remains. If you read the message before setting the number of seconds, you can clear the message by pressing any key. If you choose ignore,” then messages will be ignored and won’t show on the display. If you have changed the setting, press the “Enter” key to save the setting. You can also “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “confirm” button, and press “Enter.” If you do not want to save the setting, “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “cancel” button, and then press “Enter.” You can also cancel saving the setting by pressing “space–z (dots 1-3-5-6)” or “Space-e (dots 1-5).”

### 3.2.6 Voice

This function appears when the Voice Sense is connected to SyncBraille. (SyncBraille is sold separately).
You can choose voice on or off when you use the Voice Sense with SyncBrille. The shortcut key is “v (dots 1-2-3-6).” By default the voice is set to on, so you will hear the Voice Sense speak. You can turn off

the voice with the ‘“Space” key. You can toggle it on and off by pressing “BackSpace-F2” while you are using another program in the Voice Sense without having to call up the “Global options.” If you have changed the setting, press the “Enter” key to save the setting. You can also “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “confirm” button, and press “Enter.” If you do not want to save the setting, “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “cancel” button, and then press “Enter.” You can also cancel saving the setting by pressing “space–z (dots 1-3-5-6)” or “Space-e (dots 1-5).” If you want to turn on the Voice Sense without speech, press “dots 1-2” when you turn on the Voice Sense. Also when you reset the Voice Sense, you can also turn it on without speech if you press “dots 1-2” when pressing reset button. You can also use "BackSpace-F2" to toggle the voice between on and off.
Please note that this function works only when the Voice Sense is connected to SyncBraille.

### 3.2.7 Punctuation Level

You can choose how you want the Voice Sense to read punctuation marks. The shortcut key is “p (dots 1-2-3-4).” The setting options are “all,” “off,” “punctuation,” and “symbol.” The default setting is set to “all” in which the Voice Sense will say all punctuation marks and symbols. The “Space” key allows you to cycle through all four of the setting values. If you select “off,” the Voice Sense will not say any punctuation marks. The option, “punctuation” will make the Voice Sense say only punctuation marks, but the “symbol” option will say all symbols without saying punctuation marks. If you have changed the setting, press the “Enter” key to save the setting. You can also “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “confirm” button, and press “Enter.” If you do not want to save the setting, “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “cancel” button, and then press “Enter.” You can also cancel saving the setting by pressing “space–z (dots 1-3-5-6)” or “Space-e (dots 1-5).”

### 3.2.8 Keyboard Echo

With this option, you can decide how the Voice Sense will speak when you are typing. The shortcut key is “k (dots 1-3).” The setting values are '”on with characters and words,” “on with characters,” “on with words,” and “off.” If you select the default “on with characters and words,” you can hear each keystroke and a word right after it is completed. If you select “on with characters,” you can hear each keystroke letter by letter. If you select the “on with words” option, you can hear each word right after it is completed, but not each letter. You can cycle through each of the options by pressing the “Space” key. If you have changed the setting, press the “Enter” key to save the setting. You can also “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “confirm” button, and press “Enter.” If you do not want to save the setting, “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “cancel” button, and then press “Enter.” You can also cancel saving the setting by pressing “space–z (dots 1-3-5-6)” or “Space-e (dots 1-5).”

### 3.2.9 Capitalization alert

You can decide how the Voice Sense will speak the "capital character" when you type the character or read the document by using "Space-3" or "Space-6" in computer edit box or ASCII mode. The shortcut key is “u (dots 1-3-6).” The setting values are “off,” “say cap,” and “pitch.” The default value is “off.” If you select the default, read the same regardless of capital letter and lower case letter. And if you select the “say cap,” you will hear “cap” sound before the capital letter. For example, when you meet the capital letter “V”, Voice Sense will talk “cap v.” And if you select the “pitch,” you will hear higher pitch when meet the capital letter.

You can cycle through each of the options by pressing the “Space” key. If you have changed the setting, press the “Enter” key to save the setting. You can also “tab (“Space- 4-5”)” or “shift-tab (“Space-1-2”)” to the “confirm” button, and press “Enter.” If you do not want to

save the setting, “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “cancel” button, and then press “Enter.” You can also cancel saving the setting by pressing “space–z (dots 1-3-5-6)” or “Space-e (dots 1-5).”

### 3.2.10 Numbers

You can choose how you want the Voice Sense to read number. The shortcut key is “n (dots 1-3-4-5)” with the default set to “on.” For example, if you set “on,” the “2007” will read “two thousand seven.” And you set “off,” “the “2007” will read “two zero zero seven.” You can change the value by using “Space.”

### 3.2.11 Abbreviation

You can turn the translation of acronyms on/off in Voice Sense. For example, when the Voice Sense reads “Ala” it announces “Alabama.” But if using “Abbreviations” set to ‘Off,’ it will announce “Ala.”

To change the setting value, follow these steps below.

(1) Move to the “Global option” by pressing short cut key, “o (dots 1-3-5)” or navigating key in the main program.
(2) The short cut key is “a (dot 1).” Press the short cut key or move to the “Abbreviations” by pressing “Space-4.”
(3) The default setting is “On.” Press the “Space” to change to “Off.”
(4) Pressing “Enter” allows you to change and save the setting.

### 3.2.12 Voice Volume

You can set the volume level of the voice on the Voice Sense. The shortcut key is “l (dots 1-2-3).” The setting value is 1 through 10 with the default set on 6. When you have set this option to 1, the volume will be set at the lowest level. If you set this option to 10, the volume is the loudest. If you set the volume level to 1, you will almost not be

able to hear. The “Space” key increases the volume and the “Backspace” key decreases the volume by one number at a time. Please note that if you are at volume level 10, and increase the volume by one, the volume loops back to level 1. The same is true if you are at level 1, and decrease the volume by one unit. You will then be at level 10.

Without opening the “Global options”, you can increase the volume with the key combination of the “Backspace” and “F4” keys or you can decrease it with the “Backspace” and the “F1” key.

### 3.2.13 Voice Rate

You can control the rate of the Voice Sense speech. The shortcut key is “r (dots 1-2-3-5).” The setting options are 1 through 12 with the default set to 8. The “Space” increases the rate level and the “Backspace” decreases the rate level by one unit at a time. Without opening the ”Global options”, you can increase the rate with the key combination of the “Space” and “F4” keys, or you can decrease it with the “Space” and the “F1” key. If you are at level 12, and increase the rate by one unit, you will go to level 1. Also, if you are at level 1, and decrease the rate by one unit, you will go to level 12.

If you have changed the setting, press the “Enter” key to save the setting. You can also “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “confirm” button, and press “Enter.” If you do not want to save the setting, “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “cancel” button, and then press “Enter.” You can also cancel saving the setting by pressing “space–z (dots 1-3-5-6)” or “Space-e (dots 1-5).”

### 3.2.14 Voice Pitch

You can control the voice pitch of the Voice Sense. The shortcut key is “t (dots 1-2-3-4-5).” The available options are 1 through 10 with the default set to 6. At level 10, the voice pitch will be the highest; and, at

level 1, the voice pitch will be the lowest. The “Space” will increase the voice pitch and the “Backspace” will decrease the voice pitch by one level. Just as with the voice volume and voice speed, if you are at level 10, and you increase the voice pitch by one level, you will go to level 1. And, if you are at level 1 and decrease the voice pitch by one level, you will go to level 10.
When you are not in the “option,” menu, you can increase the pitch by pressing, “Enter” and “F4,” or you can decrease it by pressing “Enter” and “F1.”

If you have changed the setting, press the “Enter” key to save the setting. You can also “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “confirm” button, and press “Enter.” If you do not want to save the setting, “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “cancel” button, and then press “Enter.” You can also cancel saving the setting by pressing “space–z (dots 1-3-5-6)” or “Space-e (dots 1-5).”

### 3.2.15 Scroll Voice

Note: This function appears when the Voice Sense is connected to SyncBraille. (SyncBraille is sold separately).
You can decide if you want the Voice Sense to speak while using the arrow keys in the document. The shortcut key is “s (dots 2-3-4)” with the default set to “off.” The default setting (off) does not allow the Voice Sense to speak while scrolling. The “Space” key toggles off/on. If you set the option to “on,” you can hear the Voice Sense while scrolling.

If you have changed the setting, press the “Enter” key to save the setting. You can also “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “confirm” button, and press “Enter.” If you do not want to save the setting, “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “cancel” button, and then press “Enter.” You can also cancel saving the setting by pressing “space–z (dots 1-3-5-6)” or “Space-e (dots 1-5).”

### 3.2.16 Print Paper Size

This option allows you to select the size of the paper that an ink printer will use, if you will be printing to an ink printer. The shortcut key for this function is “s (dots 2-3-4)”. You can change the size for this option by pressing “Space.” You can choose between the settings of, “Letter” (8.5 inches by 11 inches) or, “Legal” (8.5 inches by 14 inches.)

If you have changed the setting, press the “Enter” key to save the setting. You can also “tab (“Space-dots 4-5”)” or “shift-tab (“Space-dots 1-2”)” to the “Confirm” button, and press “Enter.” If you do not want to save the setting, “tab (“Space-dots 4-5”)” or “shift-tab (“Space-dots 1-2”)” to the “Cancel” button, and then press “Enter.” You can also cancel saving the setting by pressing “space–z (dots 1-3-5-6)” or “Space-e (dots 1-5).”

### 3.2.17 Audio alerts

You can choose whether you will hear a warning sound or not. The shortcut key is “a (dot 1).” This option is useful if the speech setting on the Voice Sense is turned off. The default for this option is set to “on.” If you turn off the speech, you will hear a beeping sound when you type in keys that the Voice Sense does not accept. If you don't want to hear the warning sound, you can press the “Space” key once to turn “off” the audio alerts.

If you have changed the setting, press the “Enter” key to save the setting. You can also “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “confirm” button, and press “Enter.” If you do not want to save the setting, “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “cancel” button, and then press “Enter.” You can also cancel saving the setting by pressing “space–z (dots 1-3-5-6)” or “Space-e (dots 1-5).”

### 3.2.18 Play Power On/Off Sound

You can choose whether you will hear a power on/off sound or not when you turn on the Voice Sense. The shortcut key is “s (dots 2-3-4).” The default for this option is set to “on.” If you keep default setting, you will hear a starting sound signal when you turn on or off the Voice Sense.

If you don’t want to hear the on/off sound signal, you can press the “Space” key once to turn “off” the sound signal.
If you have changed the setting, press the “Enter” key to save the setting. You can also “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “confirm” button, and press “Enter.” If you do not want to save the setting, “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “cancel” button, and then press “Enter.” You can also cancel saving the setting by pressing “space–z (dots 1-3-5-6)” or “Space-e (dots 1-5).”

### 3.2.19 Use of Arrow keys

You can switch the function of the arrow keys. The shortcut key is “a (dot 1)”. The setting values are “normal,” “reverse,” and “only up and down arrow key.” You can cycle through each of the options by pressing the “Space” key. The default is set to “normal.” If you keep default setting, you can use the arrow keys.

If you select “reverse,” the arrow keys on left side will become the up and down arrow keys. And the right upper arrow key will be “left arrow key” and right lower arrow key will be “right arrow key.”
If you select “only up and down arrow keys,” the arrow keys on both side is used all with up and down arrow keys.

If you have changed the setting, press the “Enter” key to save your setting. You can also “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “confirm” button, and press “Enter.” If you do not want to save the setting, “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “cancel”

button, and then press “Enter.” You can also cancel saving the setting by pressing “space–z (dots 1-3-5-6)” or “Space-e (dots 1-5).”

### 3.2.20 Skip Empty Lines

You can choose to have the Voice Sense read a blank, or to skip empty lines. The shortcut key is “e (dots 1-5),” and the default is set to “off.” If you keep the default setting, you will hear the words “empty line” if there is a blank. The “Space” key toggles off/on. If you choose to turn this option on, the Voice Sense will skip all blank lines, and you will not hear the words “empty line” when there is a empty line. If you have changed the setting, press the “Enter” key to save the setting. You can also “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “confirm” button, and press “Enter.” If you do not want to save the setting, “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “cancel” button, and then press “Enter.” You can also cancel saving the setting by pressing “space–z (dots 1-3-5-6)” or “Space-e (dots 1-5).”

### 3.2.21 Control Information

You can choose the display location of information regarding the files and menus in the Voice Sense. The short cut key is “i (dots 2-4),” and the default is set to “before.” To toggle “control information” between before, after and off, press “space.

If you select “before,” you will hear control information before a menu or list item. If you select “after,” you will hear control information such as “list item” or “menu item” after a menu or list item. If you have control information shut off, you will not hear “list item” or “menu item.”

Note that if the web browser is activated, the control symbols will appear even if you turn off the “control information” option.

If you have changed the setting, press the “Enter” key to save the setting. You can also “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “confirm” button, and press “Enter.” If you do not want to save the setting, “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “cancel” button, and then press “Enter.” You can also cancel saving the setting by pressing “space–z (dots 1-3-5-6)” or “Space-e (dots 1-5).”

### 3.2.22 Hide passwords

When you enter the password in computer edit box, you can select display mode either “*(dots 1-6)” or the letter exactly that you write.

The short cut key is “p (dots 1-2-3-4),” and the default is set to “On”. When you enter the password, it will be heard the letter exactly that you write.

By pressing “Space”, you can change set to “Off”. When you type the password, it will be heard “*”.

You have changed the setting, press the “Enter” to save the setting. You can also “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “Confirm” button, and press “Enter.” If you do not want to save the setting, “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “Cancel” button, and then press “Enter.” You can also cancel saving the setting by pressing “Space-z (dots 1-3-5-6)” or “Space-e (dots 1-5).”

### 3.2.23 Hot Key Information

As described before, hot keys are keystrokes that can take you directly to an item, such as a menu, or a particular item in a list. You can choose the speech output method of hot key. The short cut key is “h (dots 1-2-5),” and the default is set to “Letters.” The setting values are “Letters,” “dot patterns,” and “off.” You can cycle through each of the options by pressing the “Space” key.

For example, when you select “Letters,” the “open (o) Enter-o” will output with “open (o) Enter-o.” And if you select “dot patterns,” the “open (o) Enter-o” will out put with “open (o) Enter dots 1 3 5.” And if you select “off,” you can’t hear the hot key information.

If you have changed the setting, press the “Enter” key to save the setting. You can also “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “confirm” button, and press “Enter.” If you do not want to save the setting, “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “cancel” button, and then press “Enter.” You can also cancel saving the setting by pressing “space–z (dots 1-3-5-6)” or “Space-e (dots 1-5).”

### 3.2.24 Announce shortcut keys

The “announce shortcut keys” option allows you to decide if the Voice Sense will say the shortcut key for a function. The shortcut key is “s (dots 2-3-4)” and the default is set to “on.”

For example, if you hear, “file f pull down,” the shortcut key is the letter “f.” If you prefer the Voice Sense only says, “file pull down,” you will want to turn the “announce shortcut keys” setting off. To toggle “announce shortcut keys” between on and off, press “Space.”

If you have changed the setting, press the “Enter” key to save the setting. You can also “tab (“Space- 4-5”)” or “shift-tab (“Space-1-2”)” to the “confirm” button, and press “Enter.” If you do not want to save the setting, “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “cancel” button, and then press “Enter.” You can also cancel saving the setting by pressing “space–z (dots 1-3-5-6)” or “Space-e (dots 1-5).”

### 3.2.25 Power Saving Mode

You can choose to have the Voice Sense use the power saving mode. The shortcut key is “p (dots 1-2-3-4).” The default setting is set

to “on,” which will use the power saving mode. The “Space” key switches between “on,” “off” and “message.” If you don't want to use the power saving mode, you can set the option to “off.” If you set the option to “message,” you will hear a warning message that says “power on” in 10, 20, or 30 minute increments (depending on the setting that you will choose for power saving kick in) if you have not pressed any keys on the Voice Sense. The next section explains how to change the power saving kick in to 10, 20, or 30 minutes.

If you have changed the setting, press the “Enter” key to save the setting. You can also “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “confirm” button, and press “Enter.” If you do not want to save the setting, “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “cancel” button, and then press “Enter.” You can also cancel saving the setting by pressing “space–z (dots 1-3-5-6)” or “Space-e (dots 1-5).”
For your reference, this option is available only when the AC adaptor is connected to the unit. In other word, although you set the option to “on” if AC adaptor is connected to the unit, the unit will not go to the sleep mode automatically when you meet the “power saving kick in” time.

### 3.2.26 Power Saving Kick In

When you want to use the power saving mode, you can set the time when the power saving mode will begin. The shortcut key is “k (dots 1-3)” with the default set at “after 10 minutes.” If you set this option to the default, the Voice Sense will enter into power saving mode when you have not used the Voice Sense for 10 minutes. The “Space” key changes the option setting to 10 minutes, 20 minutes, or 30 minutes.

If you have changed the setting, press the “Enter” key to save the setting. You can also “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “confirm” button, and press “Enter.” If you do not want to save the setting, “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “cancel”

button, and then press “Enter.” You can also cancel saving the setting by pressing “space–z (dots 1-3-5-6)” or “Space-e (dots 1-5).”

### 3.2.27 Check Today’s Schedule

In the “schedule manager” (which you will learn about later), you are able to keep track of your appointments, using the Voice Sense. The Voice Sense is able to check today’s schedule when you turn it on. You can decide if you want the Voice Sense to show today’s schedule when it powers on. The shortcut key for this option is “s (dots 2-3-4).” To toggle this option between off and on, press “Space.”

If you have changed the setting, press the “Enter” key to save the setting. You can also “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “confirm” button, and press “Enter.” If you do not want to save the setting, “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “cancel” button, and then press “Enter.” You can also cancel saving the setting by pressing “space–z (dots 1-3-5-6)” or “Space-e (dots 1-5).”

### 3.2.28 One-Handed Mode

You can choose one-handed mode on or off when you use the Voice Sense. The shortcut key is “h (dots 1-2-5).” The default for this option is set to “off.” The setting options are “on” and “off.” The detail information about one-handed mode refers to “2.13 One-Handed Mode.”

If you have changed the setting, press the “Enter” key to save the setting. You can also “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “confirm” button, and press “Enter.” If you do not want to save the setting, “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “cancel” button, and then press “Enter.” You can also cancel saving the setting by pressing “space–z (dots 1-3-5-6)” or “Space-e (dots 1-5).” For your reference, this option is set to “off” even if you are set to “on” when

connected the Voice Sense to USB keyboard. And if you remove the USB keyboard, this option will be returned to value that before you connected to the USB keyboard.

### 3.2.29 Automatic spell-check

You can choose whether the Voice Sense will check spelling or not. This option is available in “multi edit boxes” in programs such as the schedule manager, address manager, e-mail messages, the word processor, etc. The shortcut key for this option is “c (dots1-4).”

By default this setting is set to “Off” which will not check your spelling. If you want to check spelling, press “Space” to toggle the option to "yes” and press “Enter.” Or, press “tab (Space-4-5)” to move to the “confirm” button, and press “Enter.”

If you set the option to “On" and enter a misspelled word, you will hear a beep sound. You will hear a beep sound, even though you switch to “no” the audio alerts discussed in section “**3.2.17**.”

If you do not want to save the changed setting, press “tab (Space-4-5)” to move to the “cancel” button, and press “Enter.” You can also cancel saving the setting by pressing “space–z (dots 1-3-5-6)” or “Space-e (dots 1-5).”

### 3.2.30 Default Document

This function is used to set the default document type applied when you create a new document using the word processor on the Voice Sense. The shortcut key for this option is “q (dot 1-2-3-4-5)”. When you create a new document in the “word processor”, “Braille document” (.brl file) is selected as the file type by default. You can change the default setting using this option.

You can choose between “sense document”, “Braille document,” and “text document.” By default, it is set to “Braille document.” Press “Space” to toggle through the three settings, and press “Enter,” or press “tab (Space-4-5)” to move to the “confirm” button, and press “Enter,” to save the changed setting.

If you do not want to save the changed setting, press “tab (Space-4-5)” to move to the “cancel” button, and press “Enter.” You can also cancel saving the setting by pressing “space–z (dots 1-3-5-6)” or “Space-e (dots 1-5).

For your reference, this option is set to “text document” even if you are set to “sense document” or “Braille document” when connected the Voice Sense to USB keyboard. And if you remove the USB keyboard, this option will be returned to value that before you connected to the USB keyboard.

### 3.2.31 Automatically synchronize with time server

“Automatically synchronize with time server”, the date and time synchronize automatically, when the Voice Sense is being connected to internet. Using this feature, you can correct the time of Voice Sense through accurate internet time server. Once the Voice Sense is being connected to internet, you will hear the sound. From this point, the date and time of Voice Sense synchronize the internet server automatically. The default is "ON," you can check or change this option following steps.

1) Press “Space-o (dots 1-3-5)” to call up the menu.
2) Press “T (dots 2-3-4-5)” or press “Space-4”, move to “Automatically synchronize with time server” and press “Enter”.
3) By pressing “Space”, you can change setting value.
4) Press “Enter”.

### 3.2.32 Progress indicator

Progress indicator shows the progress of opening a document, copying files or opening any webpage. This option is used to set the progress sign. The shortcut key is “p (dots 1-2-3-4),” and you can choose one among “silent,” “beep,” and “message.” By default, it is set to “message.” Press “Space” to toggle through three settings, and press “Enter” to save to the changed option.

If it is set to “message,” the Voice Sense will say progress in percentage, like 10% or 20%. If it is set to “beep,” the Voice Sense outputs beep sound during copying or opening any documents or webpage.

If it is set to “silent”, the Voice Sense will not hear the any sound in progress of copying or opening.

If you have changed the setting, press the “Enter” key to save the setting. You can also “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “confirm” button, and press “Enter.” If you do not want to save the setting, “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “cancel” button, and then press “Enter.” You can also cancel saving the setting by pressing “space–z (dots 1-3-5-6)” or “Space-e (dots 1-5).”

### 3.2.33 Bluetooth

You can decide whether the Voice Sense will turn Bluetooth on.
The shortcut key for this option is “b (dots 1-2).”
You can choose between “on” and “off” by pressing “Space.” By default, it is set to “off.”
You can toggle it on and off by pressing “BackSpace-3-4-5-6” while you are using another program in the Voice Sense without having to call up the ”Global options”.

In order to use Bluetooth function of the Voice Sense, please turn it on. And please turn it off while you are not using the Bluetooth function to save battery power.

If you have changed the setting, press the “Enter” key to save the setting. You can also “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “confirm” button, and press “Enter.” If you do not want to save the setting, “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “cancel” button, and then press “Enter.” You can also cancel saving the setting by pressing “space–z (dots 1-3-5-6)” or “Space-e (dots 1-5).”

### 3.2.34 Wireless LAN

You can decide whether the Voice Sense will turn Wireless LAN on. The shortcut key for this option is “w (dots 2-4-5-6).”
You can choose between “on” and “off” by pressing “Space.” By default, it is set to “off.”

You can toggle it on and off by pressing “BackSpace-1-4-5-6” while you are using another program in the Voice Sense without having to call up the “Global options”.

In order to use wireless LAN function of the Voice Sense, please turn it on. And please turn it off when you are not using the wireless LAN to save battery power.

If you have changed the setting, press the “Enter” key to save the setting. You can also “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “confirm” button, and press “Enter.” If you do not want to save the setting, “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to the “cancel” button, and then press “Enter.” You can also cancel saving the setting by pressing “space–z (dots 1-3-5-6)” or “Space-e (dots 1-5).” For your reference, in order to use wireless LAN function of the Voice Sense, please turn it on. And please turn it off when you are not using the wireless LAN to save battery power.

### 3.2.35 Mass-storage device mode

You can choose whether the Voice Sense will be used as a mass-storage device mode or not when the Voice Sense is connected to the personal computer (PC) via USB. The shortcut key for this option is “d (dots 1-4-5)” with the default set to “on.” The “Space” key toggles off/on.

If you keep default setting, PC recognizes the Voice Sense as the mass-storage device mode automatically when connecting the Voice Sense to PC.

If you select “off,” PC doesn’t recognizes the Voice Sense. In this case, if you want to connect the PC to the Voice Sense, you need to install and execute the Active Sync program in the PC. You can download the Active Sync program from the Microsoft website for free.

# 4. File Manager

## 4.1 Overview

The functions and structures of the “file manager” on the Voice Sense are very similar to the “file manager” on a personal computer. In order to run the “file manager,” press “f (dots 1-2-4)” or press “Enter” when you are on “file manager” in the “program” menu.

The “file manager” includes an “address window” and a “file list.” When you open the “file manager,” the disk name will appear. The default disk name is “flashdisk.” You can use the up and down arrow keys (“Space-1” or “Space-4”) to explore additional disks. Press “Enter” on the disk you want to open. The Voice Sense will say you the list of the files or folders on the disk you have opened.

When you press “tab (Space-4-5 or F3)” or “shift-tab (“Space-1-2” or “Space-F3”)” on the “file list,” you will enter into an “address window.”

For your convenience, the “file manager” provides you with menus and “hot keys.” The menus will appear when you press “Space-m (dots 1-3-4)” or “F2.”

It is possible to format the flashdisk, which will erase everything on the flashdisk. Be extremely cautious when executing this command. If you execute this command, you will loose all of your data. You will **NOT** be able to get this data back once the command has been executed. To format the flashdisk, press “Space-1-2-3.” While holding down “Space-1-2-3,” quickly press and release the reset button. Continue pressing “Space-1-2-3” until you hear the flashdisk formatting.

### 4.1.1 Navigating the File List

There are two kinds of lists that you will see when using the Voice Sense. The lists are: “file list” and the “menu list.” When you reach the end of the “menu list,” the Voice Sense will automatically bring you back to the top of the list when you press “Space-4.” However, when you reach the end of a “file list,” the Voice Sense will remain at the end of the “file list,” even if you press “Space-4.” The following is a list of the navigation keys;

1. Move to previous item: Up arrow key (Space-1)
2. Move to next item: Down arrow key (Space-4)
3. Move to the beginning of a list: Ctrl-home (Space-1-2-3)
4. Move to the end of a list: Ctrl-end (Space-4-5-6)

The following keystrokes are valid only when you are on a “file list.”

1. Fast move to folder list or move to file list: Space-5-6
2. Move between file list and address window: Tab (Space-4-5 or F3) / shift-tab (Space-1-2 or Space-F3)
3. Enter into a selected folder or open the selected file: Enter
4. Move to the upper level folder: Backspace
5. Fast move to the top level disk: Space-1-2-5-6
6. Move to the previous 32-item group: Page up (space 1-2-6 or F1-F2)
7. Move to the next 32-item group: Page down (space 3-4-5 or F3-F4)
8. Find and move to the file or folder in the file list by pressing the first character of the folder or file names. You must use ASCII characters.

### 4.1.2 Item (Folder or File) Selection Key

1. Select item by item (“Space”): Select one or more item(s) while moving in a list. If item is select, the Voice Sense will say, “select.” If you pressing “Space” again on the selected file, it will cancel the

selection. If you use with SyncBraille, “*” is displayed in front of the selected item in Braille. (SyncBraille is sold separately.)

2. Continuous selection (“Enter-b (dots 1-2)”): This will select all of the items from the point where this command is executed to the item where navigation key is moved to.
3. Select all (“Enter-a (dot 1)”): This selects all the items including files and folders in the current path. You can use navigation keys to move around the selected items to make sure they are selected. You can cancel selections or reselect canceled items by pressing the “Space” on the item. When the “select all” command is given, the Voice Sense will say the number of selected files.

### 4.1.3 Cancel / Exit Key

Cancel (“Space-e (dots 1-5)” or “F4”): This command will cancel a function, just like the “esc” key cancels functions on a personal computer.

Exit (“Space-z (dots 1-3-5-6)”): This will cancel or stop a selected function or program. This is similar to the way “alt-F4” closes a program on a personal computer.

## 4.2 Using File Manager Features in the File List

When you open the “file manager,” you will see the list of disks that you can access. You can choose a disk from the list, and then press “Enter” to get into the selected disk. The Voice Sense will say you the list of folders and files on that disk.

If the SyncBraille that is a Braille display device is connected to the Voice Sense, the folder name will be displayed in the double quotation mark in Braille, and the file name will be displayed with the file extension in Braille.

The items on the list will be followed by numbers, such as 1/5 or 2/5. The numbers after the names of the items indicate where an item is on the list, and how many items are on the list. For example, “database 1/5,” means that this is the first folder on a list that has five items.

### 4.2.1 Selecting Disks

When you open the “file manager,” the first item on the list is “flashdisk.” If you inserted the CF memory or SD card in CF card slot or SD card slot, CF memory card and SD card will be listed on this list. Any of the disks can be selected by using the up and down arrows (“Space-1 or Space-4”). You can also use the arrow keys to choose one of the disks. After selecting the disk you want, press “Enter” to open the disk you have selected.

### 4.2.2 Getting in and Out of a Folder (Opening/Closing a Folder)

1. There are several ways to open a folder. You can utilize a menu to get into a specific folder.
    1) You can call up a menu by pressing “Space-m (dots 1-3-4)” or “F2.” You will have to choose the menu item called “open” from the list and press “Enter” to get into a selected folder.
    2) You can also press “Enter-o (dots 1-3-5)” to call up the menu to open a desired folder.
    3) Another way to open a selected folder is by just pressing “Enter” on the folder that is selected.
2. To close the current folder, you can use the “Backspace” key. Then, you will be at the next upper level folder list.

### 4.2.3 Opening a File

You can open a file by pressing “Enter” on the item that is displayed. You can also use “Enter-o (dots 1-3-5)” to open a file or folder. The

Voice Sense will load the appropriate application or program to open the file you have chosen.

Another way of opening a file is using the menu. You can press “Space-m (dots 1-3-4)” or “F2” to call up the menu. Then, press the letter “o (dots 1-3-5),” or you can press “Enter” on the item named “open.”

The file formats that are supported by the Voice Sense are as follows:

1. Hbl, brl, txt, pwd, brf, rtf, pdf, epub, and doc files are supported by the word processor on the Voice Sense.
2. Url, and html files are supported by the web browser on the Voice Sense.
3. ac3, asf, asx, m3u, mp2, mp3, ogg, pls, wav, wax, wma, flac, midi, and wmv files are supported by the media player on the Voice Sense.
4. Daisy files are supported by the Daisy player on Voice Sense.

If you press “Enter” on a file type other than those mentioned above, the “open with” dialog box appears, because the file type is not associated with a program. Also, you can bring up the “open with” dialog box through the menu. By using the “open with” menu item, you can open the currently selected file with a program other than the program originally associated with it. First, press “Space-m (dots 1-3-4)” to bring up the menu, press “Space-4” repeatedly until you reach “open with,” and then press “Enter.” You can also open the dialog box by pressing “Enter-e (dots 1-5)” in the file list, or by pressing “e (dots 1-5)” in the menu.

This dialog box consists of the “open with” list, the “adopt” list, a “confirm” button, and a “cancel” button. You can move between these elements by pressing “tab (Space-4-5)” or “shift-tab (Space-1-2).”

Within the list, you can select the next item by pressing “Space-4,” and the previous item by pressing “Space-1.”

As soon as the dialog box opens, “open with: word processor” will be displayed. In this list, you can select a program, which would be the word processor, media player, or web browser. Pressing “Space-4” will select the next program, and “Space-1” will select the previous program. Once you have selected the program to open the file type with, press “tab (Space-4-5)” to move to “apply to” radio button. If you have selected the word processor, pressing “tab (Space-4-5)” will take you to an additional list called “open mode.” Using this list, you can specify whether the file will be opened as a Braille file or a text file. Press “Space-4” or “Space-1” to select one of the two file types, and then press “tab (Space-4-5)” to move to the “apply to” radio button. In this radio button, you can specify whether only the currently selected file or all of the files with the same file extension as the currently selected file will be opened with the specified program. If you have set one of the two, press “Enter” or “tab (Space-4-5)” to move to the “confirm” button, and then press “Enter” to apply what you have just set. If you have specified a program that does not support the file type, nothing will be displayed or played after the program has started.

In the “file manager,” if you activate the "open with" menu after focusing on folders that have Daisy or media files, you will see the associated program, Daisy or media player. If you activate the "open with" menu, and encounter a folder that does not have the Daisy info file (discinfo.html or ncc.html), you will not be able to see the Daisy player as an associated program. You can play all of the files after selecting either the Daisy or media player.

### 4.2.4 Send To

You can use this option to copy files and folders to different disks such as a flash disk, USB flash drive (also known as USB stick

memory), SD card, or a CF memory card. After selecting files and folders, you can call up the menu with “Space-m (dots 1-3-4)” to choose the “send to” option. Then, when you press “Enter” on “send to,” the Voice Sense will say the list of disks that you can use to send your files or folders to. You can choose a destination disk by using the up and down arrow keys (“Space-1” or “Space-4”). Pressing “Enter” on the desired disk will start copying the selected files and folders into the selected disk. Also, you can send files and folders by pressing “Enter-s (dots 2-3-4)” without calling up a menu.

### 4.2.5 Copy / Move

There are some differences between “copy” and “move.” “Copy” leaves the original files and folders in their original places, while “move” removes original files and folders from their original places.

In the “file manager,” you can use the copy function as follows:
First, you have to select the files and folders you would like to copy.

Second, you need to call up the menu, and choose “copy” from the list to copy selected files and folders. If you want to move files and folders, you can choose “cut” from the menu. When the “copy” or “cut” command is executed, the Voice Sense will return to the file list.

Third, you need to go into the destination folder and call up the menu, and choose “paste.” Press “Enter” on “paste,” and your selected files and folders will be copied or moved. If the destination folder is the same folder where the selected files are, the Voice Sense will attach “copy1-” to your original file names for copied files. If the same files are copied into the same folder once again, the Voice Sense will attach “copy2-” to the original file names for the second copied files.

If your destination folder has the same name as the file you are copying, the Voice Sense will say “file xxx already exists. Overwrite? Yes.” Press “Enter” if you want to replace the file. However, if you do

not want to overwrite the file, select “no,” and press “Enter.” When “no” is selected, the “paste” function will be canceled.

Example: Copying “sample.txt” from the root folder to the download folder.

1. Select “sample.txt” from the root folder by using the navigation keys “up arrow (Space-1)” or “down arrow (Space-4).”
2. Call up the menu by pressing “Space-m (dots 1-3-4),” and choose “copy.” Then, press “Enter.” The Voice Sense will return to the file list in the root folder.
3. Move to the download folder, and press “Enter.” Call up the menu again to choose “paste.” Press “Enter” on “paste,” or press “v (dots 1-2-3-6)” after calling up the menu to complete the file copy function. You can also use “Enter-v (dots 1-2-3-6)” to do the same thing.

### 4.2.6 Delete Files or Folders

To delete files or folders, go to the folders or files you want to delete, and then select them, as explained in section 4.1.2. Call up the menu by pressing “Space-m (dots 1-3-4)” to choose the “delete” function. Press “Enter” on “delete” to complete the deletion of the selected files and folders. You can also press the letter “d (dots 1-4-5)” after calling up the menu to have the same result as above. You can delete selected files or folders even without calling the menu by using hot keys. “Space-d (dots 1-4-5)” and “Enter-d (dots 1-4-5)” are the hotkeys assigned to perform the delete function. However, “Space-d (dots 1-4-5)” can be used with in the programs on the Voice Sense. “Enter-d (dots 1-4-5)” can only be used in the “file manager.” When you delete only one file or one folder, it is not necessary to use the select function. Instead, just use the navigation keys to go to the file or folder you want to delete, and then you can use the delete function from the “file manager.”

### 4.2.7 Rename

You can change the name of a file or folder by using this function. To change the name of a file or folder, move to the file or folder you desire to rename. Call up the menu by using “Space-m (dots 1-3-4)” to choose “rename” from the menu list. Press “r (dots 1-2-3-5)” after calling up the menu to activate the rename function quickly. Otherwise, you can use the down arrow key (“Space-4”) until you reach “rename” on the list. Press “Enter” on this menu. Then, the Voice Sense will ask for a new name. You must type in a new file name and folder name in ASCII characters. And if you type the file extension, you can change the file extension. Pressing “Enter” after entering a new file name will complete the process of changing a file or folder name. You cannot use the following characters in a file name or folder: “|, \, <, >, ?, :, *”

### 4.2.8 New Document

You can create a new document with this option. There are several ways to access this function. You can utilize the menu by pressing “Space-m (dots 1-3-4),” and you can use the down arrow (“Space-4”) until you reach “new document.” Another way to use this function is by pressing “n (dots 1-3-4-5)” after calling up the menu. The hot key for this option in the “file manager” is “Enter-n (dots 1-3-4-5).” When the new document function is activated, the Voice Sense will say “file format: text (txt).” You can create two types of documents, which are “text file” and “Braille file.” When the Voice Sense say “file format: text (txt),” you can use the down arrow (“Space-4”) to select the “Braille (brl)” file format. When you press “Enter” on either “text (txt)” or “Braille (brl),” the Voice Sense will ask “new document name? New document0.txt” or “New document0.brl.” “New document0.xxx” is the default file name based upon the file type you have chosen. The number after the new document will increase by one whenever you create a new document. You can also type in the document name

you prefer. Then, the new document you named will be created. “|, \, <, >, ?, :, *” characters cannot be used when creating a file name.

### 4.2.9 New Folder

You can create a new sub-folder under the current folder by using this option. You need to call up the menu in the “file manager” by pressing “Space-m (dots 1-3-4),” and select “new folder” from the menu list by using the down arrow (“Space-4”). Press “Enter” on “new folder” to activate this function. The Voice Sense will ask, “new folder name?,” and wait for your response. Enter your preferable new folder name in ASCII, and press “Enter.” Finally, your new folder has been created. You can still use the letter “f (dots 1-2-4)” after calling up the menu to invoke the new folder option. “Enter-f (dots 1-2-4)” is the hotkey that you use to access this feature quickly without going through the menu. When creating a new folder name, you cannot use the following characters: “|, \, <, >, ?, :, *”

### 4.2.10 File Conversion

The “file conversion” on the Voice Sense is similar to the “save as” item in the word processor. This feature converts files to different file formats. The Voice Sense file conversion feature will support the following file formats: “Sense word (hbl),” “text (txt),” and “Braille (brl).”

The Voice Sense can convert one or more files at the same time to the file format you prefer. Select files using the file selection method. After selecting the files you want to convert, call up the menu by pressing “Space-m (dots 1-3-4).” Move down to the file conversion, and press “Enter.” The Voice Sense will prompt you to choose the preferred file format. Use the up and down arrows (“Space-1” or “Space-4”) to select the desired file format. When you press “Enter” on the file format you want, the Voice Sense will start converting files to the file format you have chosen. The Voice Sense will keep the

original file names for the files you have converted, except for the file name extension. The Voice Sense will change your file extension to the extension that you have selected. If there is a file with the same file name and format already, “date” and “time” will be added to the file name. You can always use the letter “t (dots 2-3-4-5)” after calling up the menu to invoke the file conversion feature. Also, “Enter-t (dots 2-3-4-5)” is the hot key that activates this feature without calling up the menu.

### 4.2.11 Select All

This feature selects all the files and folders in the current path. You can use this feature through the menu, or by using a shortcut key. Press “Space-m (dots 1-3-4)” to call up the menu. Press the down arrow (“Space-4”) to go to “select all.” Press “Enter” to execute the “select all” function. You can use the letter “a (dot 1)” after calling up the menu to use this feature. “Enter-a (dot 1)” is the hot key to select all of the files and folders in the current path. When “select all” is activated, the Voice Sense will say, “x objects selected.” The Voice Sense will return to the file list in the current path after this brief announcement. You can always cancel your selections by pressing “Space” after moving to the file you want to cancel. This feature is a convenient way of copying, cutting, and deleting multiple files.

### 4.2.12 Search for File

“Search for file” is to find out files of the current or other disk. You can press “Space-m (dots 1-3-4) to call up the menu and move to “search for file,” and press “Enter” or “b.” Or, you can press “Space-f (dot 1-2-4)” without calling the menu. Then, you can see dialog box for file search.

The dialog box for file search consists of “edit window for file name to search”, “combo box to select a disk”, “check box to searching sub-folder”, “search button”, “cancel button” and “list to be searched file”

and you can use “tab (Space-4-5)” or “shift-tab (Space-1-2)” to move to each control.
When you perform file search, you will hear “file to find:” This edit window is “edit window for file name to search.” You need to input whole or part of the file name and press “Enter.” Then, it will search all files which contains the word which you inputted in the current disk. After the file search, it is located in “list to be searched file” automatically.

You can press up and down arrow key (“Space-1” and “Space-4”) to move to each file in “list to be searched file.” If you press “Enter” on a file, it moves to the path where a file is stored and dialog box for file search will be closed. You can open the file by pressing “Enter” on the file name once again.

If you want to search a file in another disk, not in current disk, you need to input file name and press “tab (Space-4-5)” to move to “combo box to select disk.” Then, you can press up and down arrow key (“Space-1” and “Space-4”) to move to a disk. If you press “Enter” on a disk or “search button,” it will start to search a file in a disk. In “combo box to select disk,” you can see the disk list which is linked with Voice Sense now. If there are many files in a disk, it can take some time to search a file and you can see a message of “searching.”

If you want to search in a root of a disk excluding sub-folders, then press “tab (Space-4-5)” to move to the “check box to searching sub-folder,” press “Space” to cancel the selection in the check box and press “Enter.” The default set-up is to include sub-folders when you search in a disk.

### 4.2.13 Sort Files By

This option is used to specify the order of how files and folders will be displayed within the file list. Press “Space-m (dots 1-3-4)” to bring up the menu. Then, press “Space-4” repeatedly until you reach “sort files

by," and then press "Enter." Also, you can access this feature by pressing "Enter-g (dots 1-2-4-5)" in the file list, or by pressing "g (dots 1-2-4-5)" in the menu. Then, you can specify in what order the files and folders in the file list will be sorted. Files and folders can be sorted according to the following: "name," "size," "extension," and "date and time." You can move between these items by pressing "Space-4" or "Space-1." If you press "Enter" after selecting the sorting criterion, files and folders will be displayed in the specified order. If you select "name" or "extension," the list will be sorted in ascending order, and if you select "size" or "date and time," the list will be sorted in descending order. By default, files and folders in the file list will be sorted by "name." Once you have chosen how you want your file and folder lists sorted, the option will be kept even after the "file manager" is closed, so that files and folders can be sorted in the same order when the "file manager" is opened again later.

### 4.2.14 Set File Info

This item is used to set what kind of information will be displayed in the file list. Press "Space-m (dots 1-3-4)." Then, press "Space-4" repeatedly until you reach "set file info," and then press "Enter." You can also access this feature by pressing "Enter-I (dots 1-2-3)" in the file list or press "I (dots 1-2-3)" when you are in the menu. Then, you can select the information to be displayed in a list containing "name," "name, size," and "name, size, date and time." You can move between these items by pressing "Space-4 or "Space-1." If you press "Enter" after selecting the information to be said, the file list will be updated, and show all the information you specified. By default, only names are displayed in the "file list." If you have selected "name, size," the name and size of files will be said. But, for folders, size will not be said. If you have set the "set file info" option, it will be kept even after closing the "file manager," and the same information will be said when the "file manager" is started again.

### 4.2.15 Display Only Files of Type

This is used to specify what type of files will be displayed in the file list. Press “Space-m (dots 1-3-4)” to bring up the menu. Then, press “Space-4” repeatedly until you reach “display only files of type,” and press “Enter.” You can also access this feature by pressing “Enter-w (dots 2-4-5-6)” in the file list, or press “w” in the menu. Then, you can select one of the following items: “all files,” “Sense word files,” “MS word files,” “text files,” “Braille files,” “html files,” “url files,” “media files,” and “wave files.” You can move between these items by pressing “Space-4” or “Space-1.” If you press “Enter” after selecting the file type you want, only the files of the specified type will be displayed in the file list. Folders will be displayed for whatever type you have specified. By default, all files are displayed in the file list. This option setting is not kept after closing the “file manager,” so all the files will be displayed after starting the “file manager” again.

### 4.2.16 Zip

With this item you can compress files and folders into a zip file. Compressing a file makes the total file size smaller, which can make it easier to email, or allow you to save space on a storage device or disk. To activate the “zip” function, use the following steps:

1. Select the files or folders you want to compress in the “file list” by using “Space” or “Enter-b (dots 1-2)”.
2. Open the menu by pressing “Space-m (dots 1-3-4)” or “F2,” and press “Enter” on “zip.” Or, while you are in the menu, press “z (dots 1-3-5-6).” You can also activate this function without calling up the menu by pressing “Enter-z (dots 1-3-5-6).”
3. Then, "zip filename: (default filename.zip)" will hear. “Default filename” is the file name that will be used for the compressed file if you try to compress only one file or folder. If you try to compress several files or folders, the default name is the folder name that contains the files and folders.

4. If you press “Enter” (or press “Enter” on “confirm” by pressing “tab (“Space-4-5”)”), the zip file will be created in the current path. If you want to change the name of the zip file, you can modify the default by using the cursor keys or type in a new name. If you want to cancel, press “Space-e (dots 1-5)” or “Space-z (dots 1-3-5-6).” Or, move to “cancel” by pressing “tab (“Space-4-5”),” and then press “Enter” on “cancel.”

### 4.2.17 Unzip

The “unzip” function will allow you to unzip (or decompress) a zip file, regardless of whether it was made in Voice Sense or a PC. To activate the “unzip” function, use the following steps:

1. After selecting a zip file, open the menu with “Space-m (dots 1-3-4)” or “F2,” and press “Enter” on “unzip.” Or, press “u (dots 1-3-6)” in the menu. You can also activate this function without opening up the menu by pressing “Enter-u (dots 1-3-6)” after selecting a zip file.
2. Then, "unzip folder name: (default folder name)" will hear. The default folder name is the compressed file name. For example, if you unzip a file called “test.zip,” you will hear "unzip folder name: test."
3. Then, press “Enter,” or move to “confirm” by pressing “tab (“Space-4-5”),” and then press “Enter” on “confirm.” Then, the Voice Sense will unzip the files to the default folder. If you want to change the default folder name, you can type in a new name. If you want to cancel, press “Space-e (dots 1-5)” or “Space-z (dots 1-3-5-6).” You can also move to the “cancel” button by pressing “tab (“Space-4-5”).” Then, press “Enter” on “cancel.”

### 4.2.18 Information

The Voice Sense can provide information about files and folders. The information feature in the “file manager” provides you with information

about the file type, file size, the date and time of the file or folder's creation, and file attribute. Press "Space-m (dots 1-3-4)" or "F2" to call up the menu. Press the down arrow ("Space-4") until you reach "information." Press "Enter" to activate the "file information" feature. Use the letter "I (dots 2-4)" to call up the "file information" feature after opening up the "menu." "Enter-i (dots 2-4)" is the hot key for this option. You can use this hot key without going through the menu. The Voice Sense will display the information about a file or folder in the following order: file type, file size, creation date and time, and attribute. You can review this information by pressing the "tab ("Space-4-5")." You can also press "Space-I (dots 2-4)," while you are in the file manager or "program" menu in the Voice Sense, to hear how much space is available on the flashdisk.

1. File type: This will give you the file type information, such as "brl file," "doc file," and "txt file." When a folder is selected, it will give you the information indicating that this is a folder containing x number of files and folders.
2. File size: This will show you the size of the selected file or folder. When multiple files or folders are selected, this will give you the total size of the selected files and folders.
3. Date and time: This will show you the time and date when the folder and file was created or modified.
4. Attribute: This will show you whether the file is write protected or not. You can change this attribute by using the up and down arrows ("Space-1" or "Space-4") or "space. When multiple files or folder are selected, you won't be able to see this attribute.
5. Confirm: In order to change the attribute, press "Enter" when "confirm" is displayed.
6. Cancel: In order to cancel the change, press "Enter" while "cancel" is displayed.

## 4.3 Using the Address Window

This window provides you with the ability to type in the file name you want to open. Also, this window provides you with the opportunity for you to type in the path name you want to go to. This window contains the history list you can use for opening a file or for moving to a directory. The history list contains file names and directory paths you have used recently.

### 4.3.1 Editing

When you are in a file or folder list, you can press “tab (Space-4-5)” to get into the address window. The Voice Sense will show you the current path including the current disk name, such as “flashdisk/download/.” When you edit the path, you need to use the cursor routing keys to move the cursor to the place where you can type in the text. The cursor stays at the end of the path name when you first go into the address window.

The address window is only valid when you are in a file or folder list. When you are in the disk list, the address window is not available.

### 4.3.2 Type in Path / File Name

When you relocate the place that you want to edit, the Voice Sense will insert the text from the location where the cursor is. If you know the exact path and file name, you can type in the path and file name to open the file with the appropriate application. For example, if you type in “flashdisk/download” in the address window and press “Enter,” the Voice Sense will show you the list of the files in the download folder. If you type “flashdisk/My Documents/sample.txt” in the address window, and press “Enter,” the Voice Sense will first load the word processor, and then open the file “sample.txt.” After the file opens, you can read or edit the file, “sample.txt.”

### 4.3.3 Opening the History List

The history list contains paths, folders, and files that you have opened previously. You can access this history list within the address window by pressing the down arrow (“Space-4”). Use the up and down arrow keys (“Space-1” or “Space-4”) to review the history list. You can also use the arrow keys to move around on this list. Simply open or visit the file and path by pressing “Enter” on the item history list. The files that are supported by the Voice Sense will open with the appropriate applications (see section 4.2.3). During the navigation of the history list, you can still type in new path names or file names that you want to access.

## 4.4 Network share function

Network file share is function to share files between computers connected to the network and means commonly using shared files with other computers just like your files.
With network files share in File manager, also you can use files like your files, sharing files between Voice Sense or other computers connected to the network. In other words, you can access to other shared computers and copy files to the Voice Sense or edit files with word processor and in case of media files, you can play immediately. In addition, you can share folder of Voice Sense connected to the network and then access to the shared files of Braille Voice Sense with other computers.

There are 2 ways to use LAN/wireless LAN in order to connect Voice Sense to the network. So you can set connection easily and quickly.
In case of using LAN, once you connect LAN to the Voice Sense, you can find and access the shared files of other computers connected to the network.
But in case of using wireless LAN, it is possible to the access to the shared files, only your computer and the connected computer are in same layer. It means that you can’t search for the computer connected to A router, if you are connected to B router wireless LAN which is sub-connection of A router.
If you want detailed LAN/wireless LAN setting, refer to Setup Internet of Utilities in this user manual.

### 4.4.1 Search for shared computers and add the network list.

When you execute File Manager, you will see network list on disk list. Network list consists of the shared folder list of computer registered. On network disk, you can access to the registered computer's shared folder or remove the registration.
If there are no shared computers registered before, you can't see any other list, entering Network disk. User should search computer name connected to the network and then add the shared folder list to the Network list selectively.
In order to search shared computer connected to the network, Search the shared computer via "Setup Network connection" dialog box. You can execute "Setup Network connection" dialog box, pressing "Backspace-e (dots 1-5)" regardless of location, while the File manager is executing. Or Press "Space-m (dots 1-3-4)" or "F2" to call up the menu and move to Network and then press "Enter". You can see menu items of "Network". Move to the "Setup Network connection" dialog box by pressing "Space-4" and then press "Enter".
"Setup Network connection" is not network menu so it can be executed by pressing F2.

The following is the 'Setup Network connection' dialog box control.
Remote name ? CEB
Remote folder ? LB
Add/Remove ? BT
Cancel ? BT

In order to move to "Setup Network connection" dialog box control, do the following:
Move to the next control: Tab (F2 or Space-4-5)
Move to the previous control: Shift-Tab (Space-F2 or Space-1-2)

ON the Remote Folder list, Connectable folder list is displayed.
The following is the functions.

Move to the next list: Space-4
Move to the previous list: Space -1
Select list and Cancel: Space
Select all list: Enter-a (dots 1)

Using “Add” buttons control, you can add shared folder list which is selected in the Remote folder list to the File manager network list. In the Remote folder list, “enter” key execute as “Add” button. “Cancel” button cancels the “Setup Network connection” dialog box. Also, Using “Space-z (dots 1-3-5-6)” or “Space-e (dots 1-5)”, cancel can be executed.
If “Setup network connection” dialog box is executed using hot key “Backspace-e (dots 1-5)”, you will be focused on “Computer name” edit box. After checking computer name which you want to search, you should type computer name with or without “\\” signal and press “Enter”.

For example, if the computer name which you want to search for is “hims”, type “\\hims” or just “hims” and press “Enter”. If the shared computer is searched, login box will be displayed according to the shared computer setting.
If shared computer is Windows vista or Windows 7, you have to enter folder address as bellow.
Ex) “\\hims\sharing”, “hims\music”

If you separately don’t set up network user name and password in the computer searched, type “guest” on the Login EB and press “Enter”. If there are specific network user name and password, you have to type correct user name and password. If login information is correct, you will locate on Remote folder list control and the shared folder list appears.

In the Remote folder list, all folder lists shared with connected computer appear. Move to the desired folder list and press “Enter”. Shared folder route add to the file manager network list. You can add more than 1 folder route in Remote folder list. If you want add more than 1 folder to the folder list, you can select list by pressing ‘space’ and press “Enter”. Within the list searched, “Space” key can cancel or select the focused list. In case of adding shared folder, you don’t need to search the folder again, if you want to connect to the same network. You can enter network disk in file manager and check and access to the list. If remote folder name exceed 11 characters, Voice Sense can’t recognize the folder. If file list does not appear, cancel the sharing of folder or file. And check the item that is displayed as

“use simple file sharing”, execute application to all folders. If the setting is completed, share the corresponded items again.

### 4.4.2 Remove Remote folder registered

There are 2 way to remove remote folder registered on File Manager’s network list.
One is ‘remove this remote folder on network’ function and the other is using ‘Setup Network connection’ dialog box.

Remove this remote folder on network
First execute file manager and enter disk list. Move to the remote folder list which you want to remove and then Press “Backspace-d (dots 1-4-5)”. After that, Remote folder registered can be removed easily.
Also you can execute this function using menu. Press “Space-m (dots 1-3-4)” or “F2” to call up the menu. And arrow down to the “Remove this remote folder on network” and then press “Enter”.

The other is as follows.
You should execute “Setup Network connection” dialog box and move to the “This Remote folder already registered” and then Press “Enter” or “tab”. “Remove” button will be displayed. If you press “Enter”, the folder will be removed.
Remote folder list informs “Remote folder already registered”, indicating (*) mark in front of the search list.

If you press “Tap” in registered remote folder list, you can see “Add” button change “Remove” button. According to whether the folder is already registered or not, next control is changeable to “Add” or “Remove” button.

## 4.5 Hot Keys in the “File Manager”

Hot Keys for the File Manager
1. Open: Enter-o (dots 1-3-5)
2. Open with: Enter-e (dots 1-5)
3. Zip: Enter-z (dots 1-3-5-6)
4. Unzip: Enter-u (dots 1-3-6)

5. Send: Enter-s (dots 2-3-4)
6. Copy: Enter-c (dots 1-4)
7. Cut: Enter-x (dots 1-3-4-6)
8. Paste: Enter-v (dots 1-2-3-6)
9. Delete: Enter-d (dots 1-4-5)
10. Rename: Enter-r (dots 1-2-3-5)
11. New document: Enter-n (dots 1-3-4-5)
12. New folder: Enter-f (dots 1-2-4)
13. File conversion: Enter-t (dots 2-3-4-5)
14. Select all: Enter-a (dot 1)
15. Sort files by: Enter-g (dots 1-2-4-5)
16. Set file info: Enter-l (dots 1-2-3)
17. Display only files of type: Enter-w (dots 2-4-5-6)
18. Search for file: Space-f (dots 1-2-4)
19. Information: Enter-i (dots 2-4)
20. Setup Network connection: Backspace-e (dots 1-5)
21. Remove remote folder on network Backspace-e (dots 1-5)

# 5. Word Processor

When you launch the word processor on the Voice Sense, the Voice Sense will place you in a new document that is ready for you to write in. The menu can be opened by pressing “Space-m (dots 1-3-4)” or “F2.” Don’t worry if you can’t remember the exact shortcut keys for each of the menu items, since you can activate various functions of the word processor by activating the word processor menu. The menu in the word processor consists of file, edit, go to, read, and layout. In order to use these menus, press “Space-m (dots 1-3-4)” or “F2” in the word processor, select a menu item, and press “Enter” or press “Backspace” and the corresponding character that represents the menu item name. For example, in order to open the edit menu, press “Space-m (dots 1-3-4)” or “F2” to open the menu, and move to the next menu by pressing arrow keys (“Space-1” and “Space-4”) to find the “edit” menu, and then press “Enter.” Or, press “Space-m (dots 1-3-4)” and press “e (dots 1-5),” which represents the “edit” menu. The “edit” menu contains a lower level menu. The “right arrow” is displayed at the end of the menu name, and it is spoken as “pull down” after the menu name. If a menu contains a dialog box, ”...” will be displayed after the name of the menu, and it will be spoken as “common dialog.”

Before going in to more detail about the word processor, it is also important to note that while you are anywhere in a document, you can find out your location by pressing “Space-1-5-6.” Also, if you are editing a document, and turn the Voice Sense off while you are editing a document, the Voice Sense will say the status when you turn the Voice Sense back on. In the next few sections the features of the word processor will be explained in more detail. We will also explain the functions of each of the menu items available in the word processor.

## 5.1 File Menu

The “file” menu contains the menus that will allow you to create new documents, open documents that were saved to a disk, save any documents that were edited. It also contains various environment setting menus. In order to select the file menu, press the “Space-m (dots 1-3-4),” and press “f (dots 1-2-4).” Or, press “Enter” on “file.”

### 5.1.1 New

The new command creates a new document that can be edited. By default, the name of the new document is “noname.brl.” The extension, “.brl” is the extension given to documents that are created in Braille on the Voice Sense. It is the same file name that is named automatically when the word processor opens. In order to create a new document, select “new” on the “file” menu. Or, press “Enter-n (dots 1-3-4-5).” If “new” is executed while editing another document, “Sense document (s)” is displayed first. If you press “Space-4” repeatedly, “Braille document (b)” and “text document (t)” will appear. Select the document type that you want, and then press “Enter”.

“New” means that users can create a new document after closing the document that is currently being edited. Closing the document that is currently being edited means that the document is erased from the temporary memory. If a new document is executed without saving the document that is currently being edited, the Voice Sense asks whether it should save the current document, so that changes to the document will not be lost. When “save: Yes” is displayed, users can select “yes” in order to save the current document or select “no” in order not to save the changes. If you select “cancel” by pressing “Space” once more, the word processor will cancel the new document, and return to the current document.

Note that you can change the “default document type”, in the “options menu.” By changing the “default document type”, you can choose to have your default document type as text, sense, or Braille.

### 5.1.2 Open

The open command opens a document that has already been saved on to a disk. Select “open” on the “file” menu, or press “Enter-o (dots 1-3-5).” You can access the “file” menu by pressing “Space-m (dots 1-3-4”), or by pressing “F2.” Then, a dialog box pops up, so that you can open a file. The “open dialog box” is a tool that helps you find documents that you want to edit and read. It consists of the “file list” (which shows the list of files or folders), “file name” (to type in a file name directly), “type” (which changes the file format when opening a document), a “confirm” button (for confirming the selection), and a “cancel” button (for canceling the selection). In order to move between these controls, press “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”).” If the “open dialog box” is executed, “file name:” is displayed first. If “file name:” is displayed, then type in a file name that you want to open, and press “Enter.” The file name should be typed in ASCII Braille. The Voice Sense will look for that file in the “/flashdisk/My documents” folder. If there are files that you used recently, you can scroll through them by pressing “Space-4.” The file names that were opened recently are displayed one by one by pressing “Space-4.” If the file that you want to open is selected, press “Enter” to open it. In order to move to the previous file name in the list, press “Space-1.” In order to open a file with a different file format, press “tab (“Space-4-5”)” to move to the file format selection, and then press the up arrow key (“Space-1”) or down arrow key (“Space-4”) to select a desired file format. You can find and open a desired file from the file list without typing in the file name directly in the “file name:” box. Press “tab (“Space-4-5”)” several times to move to the “file list,” and then select a desired file. You can also move to the “file list” by pressing “shift-tab (“Space-1-2”)” when you are at the “file

name:” dialog box. The files in the “file list” have the file format that was selected in “file format.”

You can select a file that you want by using the up and down arrow keys, and you can open the file by pressing “Enter.” If you select a folder and press “Enter,” you will see the list of files in that folder.

If you want to access a file that is on a compact flash card, or USB memory stick, you can access the file in the “open” dialog box by first moving to the “file list” by pressing “shift-tab (“Space-1-2”)” or “Space-F3.” Then, press “Backspace” until you hear the USB stick memory or the compact flash card. Then, press “Enter” to open the memory. The Voice Sense will choose the Braille mode depending upon the file type. For example, if you press “Enter” to select a file that has the extensions hbl or brl, or if you type in a file name with those extensions and press “Enter,” the Voice Sense will open the selected file in Grade 2 Braille. You will not be able to change the Braille mode in these documents. If you press “Enter” to select a file that has the extensions of txt or doc, it will open the file in what is currently set in “view/input grade” of “option menu.” After the file opens, you can switch the Braille mode. If you press “Enter” at the other file format, you can select the file format; Braille format, or text format. You can toggle between “Braille format” and “text format” by pressing the “Space” key. Press “Enter” when the desired format is displayed. If the Braille format is selected, the document will be opened in Braille grade 2. And, if the text format is selected, the document will be opened in Braille mode that is currently set in “view/input grade” of “option menu.”

In the word processor of the Voice Sense, it is possible to open and work simultaneously with up to 10 files at one time. If you already have one document open, and you try to open another document, the Voice Sense will ask you if you want to save changes to the document that is already open. Then, you can save the file. Once you have completed saving the document, an open dialog box will

appear. However, you will still have the two files open. It only seems that you closed one without saving it. With the new document open, if you want to go to the previous document, you can press “shift-tab (Space-1-2).” If you want to go back to the other document again, press “tab (Space-4-5).”

### 5.1.3 Save

The save command will save a document to a disk drive. If you want to use this option, you can press “Space-m (dots 1-3-4)” to open the “file” menu and execute the “save” command by pressing “Enter” on it, or you can press “s (dots 2-3-4).” Otherwise, you can press “Enter-s (dots 2-3-4)” while editing a document.

If you created a new document by activating the word processor or by pressing enter on “new” in the menu; if you execute “save,” the “save as dialog box” will open. You can refer to section 5.1.4 that explains how to use the “save as” dialog box.

If you execute “save” after you edit a document that was opened using the “open” function, the Voice Sense will save the document with the same file name without using a dialog box. After saving a document, it will return to document edit status.
When you have several documents open, you can save the current open document, by pressing “Space-q (dots 1-2-3-4-5).” This will close the document, save it, and return to the previous document.

Note:

1) “pdf” and “Epub” file cannot be saved as same file type. When trying to save it, it will execute “Save as” and needs to be saved different file type.
2) When saving the “rtf” and “doc”, the file formatting will be lost and saved.

### 5.1.4 Save As

The “save as” option is used to save a document as a different file name, on another disk drive, or as a different file type. If you want to execute this command, press “Space-m (dots 1-3-4),” and then press “Enter” when the “file” menu is displayed. Move to “save as” by pressing “Space-4.” Then, press “Enter.” Another way is to press “Space-s (dots 2-3-4),” which executes the “save as” command in the word processor.

If you execute “save as,” the “save as” dialog box is displayed. This dialog box is almost the same as the “open” dialog box. It consists of “file list,” “file name,” “type” (representing the file format), a “confirm” button, and a “cancel” button. If the dialog box is opened, “file name:” is displayed. You can move from one tab to the other tab by pressing “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)”.

If you execute “save as” when you are editing a document that you opened, the displayed file name, file format, and the folder are the same as those of the file that you opened. When executing “Save as,” “Pdf” and “Epub,” the formatting will not be kept and will be saved as “txt” format.

However, if you created a new document by executing the word processor or by executing “new,” and you execute “save” or “save as,” the displayed default file name is “noname.brl” and the file path is “flashdisk/My Documents/.”

If you want to make a new file name, type in the new file. You cannot use the following characters in a file or folder name. “|, \, <, >, ?, :, *”

If you want to change the file format, move to “type.” In “type,” move to the file format that you want by pressing “Space-1” or “Space-4.”

If you want to save a file with a file name that is in the file list, move to the “file list” by pressing “shift-tab.”

Note: When saving the “rtf” and “doc,” the file formatting will be lost and saved.

### 5.1.5 Close Current Document

The “close current document” command allows you to close the current document that you are working on without closing the word processor. You can access the “close current document” command by pressing “Space-m (dots 1-3-4)” or “F2.” Then, press “Enter” on the “file” menu. Use the arrow keys (“Space-1” and “Space-4”) until you find “close current document,” and then press “Enter.” Or, you can press “q (dots 1-2-3-4-5)” in the “file” menu. You can also access this function by pressing “Space-q (dots 1-2-3-4-5)” while you are editing a document. Please note that this function will not work if you only have one document open. You must have at least two or more documents open in order to execute the “close current document” command. Otherwise, you will hear an audio alert when only one document is opened.

### 5.1.6 Print

The “Print” command is used to print the current document using the Bluetooth printer. If you want to execute this command, press “Space-m (dots 1-3-4)” or “F2,” and press “Enter” on the “File” menu. Then, move to “Print” by pressing “Space-4,” and then press “Enter,” or just press “p (dots 1-2-3-4).” While editing a document, the hot key for printing is “Space-p (dots 1-2-3-4).”

(1) Start page number

This is the beginning page number to be printed. The default page number is set to 1. You can change the value of the page number, by typing in the value that is desired. You can

move to the next selection item, which is the “End page number” by pressing “Space-4.”

(2) End page number

This is the ending page number that is to be printed. The default value is set to 100000. It means that the document will be printed to the end of the document, unless the document exceeds 100000 pages. In order to change the value, input the number of the ending page. You can move to the next selection item (which is the “Number of copies”) by pressing “Space-4.”

(3) Number of copies

This option designates the number of copies to be printed. The default value is set to 1. You can change this number by typing in the number that is desired. If you press “Space-4” or “Space-1,” you will be moved to “Print method” or “End page number,” respectively. If you want to move to “Confirm,” press “tab (“Space-4-5”).”

(4) Confirm / Cancel

In order to print as designated above, move to “Confirm” by pressing “tab (“Space-4-5”),” and then press “Enter.” Or, if you want to cancel print, move to “Cancel” by pressing “tab (“Space-4-5”)”, and then press “Enter.”

### 5.1.7 Settings

If you want to change the environment, press “Space-m (dots 1-3-4)” or “F2,” and press “Enter” on the “file” menu in order to enter into the “file” menu. Move to “settings (e)” by pressing “Space-4” repeatedly, and then press “Enter” on “settings,” or just press “e (dots 1-5).” While editing a document, pressing “Enter-e (dots 1-5)” will open the “settings” menu.

When this menu is opened, a dialog box is displayed, which contains the followings: the “settings” list, “default folder” button, “confirm” button and a “cancel” button. You can move between controls by

pressing “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)”. And you can move between setting items in list by pressing “Space-1” or “Space-4.”

The following are the setting items that can be changed:

1. View format character (yes/no): If this option is set to “yes,” all of the format characters are displayed. If you want to change this option, use “Space” to toggle. Formatted characters will be marked with the “carriage return ($p)” and the “mark sign ($pl).”
2. Reading unit (line/paragraph): It sets the moving unit when “Space-1” or “Space-4” is pressed while you are reading a document. If this option is set to “line,” “Space-1” moves line by line. If this option is set to “paragraph,” “Space-1” moves paragraph by paragraph. In order to toggle between “line” and “paragraph,” press “Space.”
3. Read only (yes/no): If this option is set to “yes,” the document cannot be modified. This setting is used in order to protect the document from any unintentional modifications. If you want to change it to “no,” press “Space.”
4. Note that when you choose to select “compressed” on the option for reading with the Braille display, you set “read only” to “yes.” When you are reading a document pressing a “cursor routing key”, will show a word or character corresponding to the operation of the “cursor routing key.” This will be displayed at a very left of the 32-cell Braille display.
5. Reading mode (original/compressed): This option sets the reading mode. Reading mode “original”, will show the document in its original format.
6. If the Reading mode is set to “compressed”, The Voice Sense will continue displaying contents even if there exists a carriage return ($p). In order to toggle between “original” and “compressed,” press “Space.”
7. Auto scroll speed (1~35): This option sets the duration of displaying one line while you are scrolling in a document. Twenty

is the fastest scrolling speed. Pressing “Space” makes the number increase, and “Backspace” makes the number decrease.

8. Automatic save interval (don’t save automatically, 10~60): This option sets the automatic save time interval of the file that is currently being edited. The setting time can be increased or decreased by 10 minutes if you press “Space” or “Backspace,” respectively.
9. Apply settings to all documents (yes/no): This option selects the settings only if they are valid for all documents. If “yes” is selected, the settings will be kept for all future documents, and if “no” is selected, the settings will only affect the document that is currently being edited. In order to toggle between “yes” and “no,” press “Space.”

If you want to change the default saving folder, you move to “default folder” button by press “tab (Space-dots 4-5)” and press “Enter.” And then you will see the “file list.” In file list, you move to folder or disk that you want by using the moving keys and press “Enter” after press “Space.”

If you completed the settings, you move to “confirm” button by press “tab (Space-dots 4-5)” and press “Enter.” If so, you can change the settings and return to the current editing document. If you do not want to save the setting, you press “Enter” on “cancel” button. If so, it will cancel the setting and return to the current editing document.

### 5.1.8 Exit

This command will close the word processor. In order to execute this command, select “exit” in the file menu, or press “Space-z (dots 1-3-5-6).” If the document has been changed (or edited) and “exit” is selected without saving the document, a dialog box will ask you if you want to save the current document. You can select “(yes)” with the spacebar and press “Enter” to exit the word processor.

## 5.2 Edit Menu

In the Voice Sense, you can edit all files regardless of what the view mode is set to. In the “edit” menu, you will find the following items: “start selection,” “copy,” “cut,” “paste,” “delete,” “delete blank lines,” “add to clipboard,” “clear clipboard,” “select all,” “insert from file,” “insert date,” “change insert/overwrite mode,” and “check spelling.” If you want to open the menu, press “Space-m (dots 1-3-4)” or “F2,” and then press “Enter” on “edit.” Or, you can press “e (dots 1-5)” in the “edit” menu. Now, let’s explore the edit menu.

### 5.2.1 Start Selection

The “start selection” command allows you to select a certain portion of text that you would like to edit. The “start selection” command allows you to make changes to only the text that is selected, and the changes will not affect text that has not been selected. The “start selection” command is especially useful for copying, cutting, and pasting. You can select text in a document by placing your cursor on the location where you want to start selecting text. If you want to use this function, press “Space-m (dots 1-3-4)” or “F2” to open the “edit” menu, and then press “Enter” on “start selection,” or you can press “b (“dots1-2”)” in the “edit” menu to get to this option. While editing a document, pressing “Enter-b (dots 1-2)” will activate this command. The end point of the selected text is where you want to place the cursor after setting the starting point. For example, if you have typed the word, “mother” in a document, and you want to select the word “mother,” you should place the cursor on the letter “m,” and then place the cursor directly after the letter “r.” Then, you will have selected the entire word.

### 5.2.2 Copy

After selecting text in a document, press “Space-m (dots 1-3-4)” or “F2” to open the menu, and move to “edit” by pressing “Space-4.”

Press “Enter” to open the “edit” menu. Press “Space-4” to move to “copy” and then press “Enter,” or press “c (dots 1-4)” in the “edit” menu. While editing a document, pressing “Enter-c (dots 1-4)” will activate this command.

When you copy the selected text, it will be copied to the clipboard. The clipboard is the virtual space that is used for storing copied data temporarily. However, if you decide to copy new text that you have selected, the data in the clipboard that you copied before will be erased, and the selected text that you have just copied will replace the previously selected text that was on the clipboard.

### 5.2.3 Cut

To cut a selection of text, press “Space-m (dots 1-3-4)” or “F2,” and press “Enter” on “edit” to enter into the “edit” menu. Move to “cut” by pressing “Space-4” repeatedly, and then press “Enter” on “cut,” or press “x (dots 1-3-4-6)” in the “edit” menu (which is the shortcut) to cut your selected text. While editing a document, pressing “Enter-x (dots 1-3-4-6)” will activate the “cut” command.

The difference between “cut” and “copy” is that if you execute the “cut” command, the text that has been selected will not be moved to the clipboard and the selection in the document will be erased. However, the “copy” command will copy the selection to the clipboard, and the text that has been selected will not be erased from the document.

### 5.2.4 Paste

To paste selected text to the clipboard, press “Space-m (dots 1-3-4)” or “F2,” and then press “Enter” on “edit” to enter into the “edit” menu. Move to “paste” by pressing “Space-4” repeatedly and then press “Enter” on “paste,” or press “v (dots 1-2-3-6)” in the “edit” menu (which is the shortcut) to paste the selected text from the clipboard.

While editing a document, press “Enter-v (dots 1-2-3-6)” to paste the text from the clipboard.

### 5.2.5 Delete

To delete text that has been selected, press “Space-m (dots 1-3-4)” or “F2,” and then press “Enter” on “edit” to enter into the “edit” menu. Move to “delete” by pressing “Space-4” repeatedly, and then press “Enter” on “delete,” or press “d (dots 1-4-5)” (as a shortcut) in the “edit” menu to delete the selected text. When you are editing a document, you can press “Space-d (dots 1-4-5)” to delete text that you have selected.

### 5.2.6 Delete Blank Lines

In order to delete blank lines, you must select the area of the document where you want the blank lines to be deleted from. Once this has been done, press “Space-m (dots 1-3-4)” or “F2,” and press “Enter” on “edit” to enter into the “edit” menu. Then, use the arrow keys (“Space-1” or “Space-4”), and press “Enter” on “delete blank lines,” or press “l (dots 1-2-3)” as a shortcut, while in the “edit” menu. If you want to delete an empty line while you are editing a document, press “BackSpace-e (dots 1-5),” which is the hot key for “delete blank lines.”

### 5.2.7 Add to Clipboard

When you have selected the text you want to select in your document, you should press “Space-m (dots 1-3-4)” or “F2,” and then press “Enter” on “edit” to enter into the “edit” menu. Move to “add to clipboard” by pressing “Space-4,” and then press “Enter,” or press “p (dots 1-2-3-4).” While editing a document, pressing “Enter-p (dots 1-2-3-4)” will activate this command.

“Add to clipboard” is almost the same as the “copy command.” However, with the “copy” command, the newly selected text will replace the text that was copied before. The “add to clipboard” command however, will not erase the previously data from the clipboard when you use this command to copy the selected text. It will keep the previously selected text, and the new text that you have selected will also be added to the clipboard.

### 5.2.8 Clear Clipboard

To clear the clipboard, press “Space-m (dots 1-3-4)” or “F2,” and press “Enter” on “edit” to select the “edit” menu. Move to “clear clipboard” by pressing “Space-4” repeatedly, and then press “Enter.” Or, you can press “e (dots 1-5)” in the “edit” menu as a shortcut. Once you have executed the “clear clipboard” command, everything on the clipboard will be erased. When you are editing a document, you can press “Enter-d (dots 1-4-5)” to activate this command.

### 5.2.9 Select All

The “select all” command will select all text within a document. To activate this command, press “Space-m (dots 1-3-4)” or “F2,” and then press “Enter” on “edit” to enter into the “edit” menu. You can move to “select all” by pressing “Space-4” repeatedly, and then press “Enter” on “select all,” or press “a (dot 1)” in the “edit” menu (which is the shortcut). While editing a document, press “Enter-a (dot 1)” to activate this function.

### 5.2.10 Insert from File

This command will insert another file in the current document that is being edited. If you want to run this command, press “Space-m (dots 1-3-4)” or “F2,” and press “Enter” on the “edit” menu. Move to “insert from file” by pressing “Space-4” repeatedly. Then, press “Enter” on “insert from file,” or just press “I (dots 2-4)” in the “edit” menu. While

editing a document, pressing “Enter-I (dots 2-4)” will activate this function.

When you use this option, an insert dialog box will appear just like the open dialogue box. Select a file that you want to insert in to the current document, and press “Enter” on the file. Then, the selected file will be inserted at the beginning of the paragraph with your cursor.

When you execute “insert from file,” the text inserted from the file will be converted to the file format of the current document. Although the saved file that you pasted was in a different formatted document, the same file format will be kept as the current document. For example, if you insert “sample.txt” in “sample.hbl” and save it, the saved file will be “sample.hbl.”

Note that if you are going to insert a Braille file in a text file, the Braille document will be translated back into a text document. You can read it in Braille, but on rare occasions you might see differences in the translated text.

### 5.2.11 Insert Date

To insert the date into your document, press “Space-m (dots 1-3-4)” or “F2,” and then press “Enter” on “edit” to enter into the “edit” menu. Move to “insert date” by pressing “Space-4” repeatedly. Then, press “Enter” on “insert date,” or press “w (dots 2-4-5-6)” (which is the shortcut) in the “edit” menu. Then, you can insert the current date and time where the cursor is located in your document. If you want to insert part of the current date and time, you can modify what you want to change after completing the “insert date” command. When you are editing a document, you should press “Enter-w (dots 2-4-5-6)” to activate this command.

### 5.2.12 Insert Time

To use this function, press “space-m (dots 1-3-4)” or “F2,” and then press “enter” on “edit” to enter into the “edit” menu. Move to “insert time” by pressing “space-4” repeatedly. Then, press “enter” on “insert time,” or press “t (dots 2-3-4-5)” (which is the short cut) in the “edit” menu. Then, you can insert the current time where the cursor is located. While you are editing a document, press “Backspace-w (dots 2-4-5-6)” to activate this function.

### 5.2.13 Changing Between Insert and Overwrite Mode

There are two ways of editing documents in the Voice Sense. The first is to insert your text, which will push back the words behind the cursor. This is called the “Insert mode” because you are simply inserting text. The second is to overwrite text at the cursor location. This is called the “Overwrite mode.”

If you start the word processor (or open a document), the “insert mode” is the default. This will write text, while pushing back other words that are already in the document. However, you can overwrite text while erasing the old text by switching to “overwrite mode.” You can switch to the “overwrite mode” by pressing “Space-I (dots 2-4).” In the “overwrite mode,” you can change the old text into new text at the cursor location. If you want to go back to “insert mode,” you should press “Space-I (dots 2-4)” again. You can also access this function via the menu. Press “Space-m (dots 1-3-4)” or “F2,” and go to “edit” using the arrow keys (“Space-1” and “Space-4”). Next, press “Enter” on “edit” to enter in to the “edit” menu. Then, use the arrow keys to scroll to find “toggle insert/overwrite mode,” or you can just press “m (dots 1-3-4)” while you are in the “edit” menu.

### 5.2.14 Check Spelling

This option is used to check spelling while you are editing a document.
In order to bring up check spelling option, do the following;

1. Call up the menu by pressing “Space-m (dots 1-3-4)” or “F2.”
2. Move to the “edit” menu by pressing “Space-4.”
3. Press “Enter” on the “edit” menu.
4. Press “Space-4” until “check spelling” is heard. Or, press “k (dots 1-3)” in order to move to “check spelling” directly.
5. Press “Enter” on the “check spelling.” Or, you can call up the “check spelling” menu by pressing “Enter-k (dots 1-3)” while you are editing a document.

If “check spelling” is executed, a dialog box with the following items will be displayed:

“Range” combo box
“Custom dictionary” dialog (c)
“Options” dialog (o)
“Begin” button (b)
“Cancel” button

You can move from one item to the next by pressing “tab (Space-4-5)” or “shift-tab (Space-1-2).”
The following is a detailed explanation for each item:

The “range” combo box is used to designate the range that is to be spell checked.

1. Whole document: check throughout the entire current document.
2. Chapter: check the current chapter where the cursor is located.
3. Paragraph: check the current paragraph where the cursor is located.
4. From cursor to bottom: check from the cursor position to the end of the document.
5. Current word: check just the word where the cursor is located. You can move from one item to the next by pressing “Space-1” or “Space-4.”

When you press “Enter” on the “custom dictionary” dialog, the following items will be displayed:

1. List: it shows the words that are registered in the custom dictionary. (Example: Braille 1/20). If there are no words registered, “no items” will be displayed.
2. Add word (a): if “Enter” is pressed on this button, “add word?” will be displayed. If you want to add a word, press “Enter” after you enter the new word. Then, the new word is added and the Voice Sense exits to the “add word” button.
3. Modify word (m): select the word to be modified on the “list” and then press “Enter.” The “modify word?” message is displayed. Input the correct word that will replace the selected word and then press “Enter” in order to modify the selected word. The “modify word” button will be displayed again after the Voice Sense modifies the selected word.
4. Delete word (d): select the word to be deleted on your “list” and press “Enter” in order to delete the selected word.
5. Cancel: this command closes the dialog box. You can move from one item to the next item by pressing “tab (Space-4-5)” or “shift-tab (Space-1-2).”

When you press “Enter” on the “option” dialog, the following items will be displayed:

1. Check automatically: if you select “check automatically,” the Voice Sense will check the spelling of the document automatically. The default is set to “off.” If it is set to “on,” the Voice Sense will beep if the word is not registered in the dictionary. Press “Space” in order to toggle between “on” and “off.”
2. Always suggest recommended word: if this option is set to “on,” the Voice Sense will suggest a word if the word that is encountered is not in the dictionary. The default is set to “on.” If the option is set to “off,” the Voice Sense will not recommend a

word. In order to toggle between “on” and “off,” press “Space.”

3. Use main dictionary only: if this option is set “on,” the spell checker will not look up any words in the “custom dictionary.” It will only use the main dictionary. The default value is set to “off,” and you can toggle between “on” and “off” by pressing “Space.”
4. Skip whole upper-case word: if this option is set to “on,” words with only upper-case letters will not be checked. The default is set to “on,” and you can change it by pressing “Space.”
5. Skip a word including address: if this option is set to “on,” the words that contain an address will not be checked. The default is set to “on,” and you can change it by pressing “Space.”
6. Skip a word including number: if this option is set to “on,” the words that include the numbers will not be checked. The default value is set to “off,” and you can change it by pressing “Space.”
7. Confirm: if you press “Enter” on “confirm,” the changes that you made above will be saved, and the Voice Sense will exit from the “option” dialog.
8. Cancel: if you press “Enter” on “cancel,” the changes that you have made above will be canceled and the Voice Sense exit from “option” dialog.

In order to move between the items 1) through 6), press “Space-1” or “Space-4.” But, in order to move to “confirm” or “cancel,” press “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”).”

If you press “Enter” on the “begin” button after you set all of the settings, the Voice Sense will start to check spelling. If you press “Enter” on the “cancel” button, the “spell check” will be canceled. Once “spell check” is executed, the following dialog box will be displayed:

1. Window to show the text: it shows the sentence with the word to be checked currently. The cursor will be located at the word that is to be checked currently.
2. Change word edit box: it shows the word to be checked currently.

You can input the correct word in edit box directly.

3. Recommendation word list: if the word to be checked is not in the dictionary, the Voice Sense will recommend words. You can move from one recommended word to the next by pressing “Space-1” or “Space-4.”
4. Skip once (s): if you press “Enter” on this button when a word is encountered that is not in the dictionary, the word will not be modified. You can also press the “down arrow key” in order to skip the word.
5. Skip all (i): if you press “Enter” on this button, the word that is the same word as the currently focused word will not be modified and skipped throughout the spell check range.
6. Add to custom dictionary (a): if you press “Enter” on this button, the word that is currently focused is added to your “custom dictionary.”
7. Modify once (c): focus on the modified word and select the desired word on the “recommendation word list,” and then press “Enter.” Then, the currently focused word that is on your document will be replaced by the recommended word.
8. Modify all (m): focus on the modified word and select the desired word on the “recommendation word list,” and then press “Enter.” The same words with the same spelling will be replaced by the new word throughout the document.
9. Cancel: if you press “Enter” on the “cancel” button, the “spell check” will be ended.

You can move from one item to the next by pressing “tab (Space-4-5)” or “shift-tab (Space-1-2).” When the spell check has completed, the Voice Sense will say “00 words checked. 00 misspellings found. 00 words corrected.”

Also simply, you can check spelling of the current word by pressing “Backspace-k (dots 1-3)” when you enter or meet the misspelled word. If you press “Backspace-k (dots 1-3),” you will hear the list of recommended word. You move to word that you want by using the

“Space-1” or “Space-4.” And press “Enter” so misspelled word will be changed to the correct one.

## 5.3 Go to Menu

If you want to open the “go to” menu in the word processor, press “Space-m (dots 1-3-4)” or “F2,” and move to “go to” by pressing “Space-4.” Then, press “Enter” on “go to.” Or, you can press “g (dots 1-2-4-5)” in the menu. In the “go to” menu, you will find the following submenus: “find,” “find again,” “replace,” “go to location,” “go to previous page,” “go to next page,” “set mark,” “go to mark,” “go to previous document,” and “go to next document.”

### 5.3.1 Find

The find function allows you to search for text in a document. Once the text is found you will be taken to that position in your document. To execute this command, press “Space-m (dots 1-3-4)” or “F2,” and move to “go to” by pressing “Space-4” and press “Enter” on “go to.” Then, select “find.” You will be able to navigate the “go to” menu with “Space-1” or “Space-4.” Otherwise, you can press “f (dots 1-2-4)” in the “go to” menu, which is the shortcut. While editing a document, pressing “Space-f (dots 1-2-4)” will activate the “find” command. If “find” is executed, the dialog box is displayed. This dialog box consists of “text to find,” “search direction,” “match case,” a “confirm” button, and a “cancel” button. You can move from one field to the next field by pressing “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”).”

1. Text to find
   The first field in “find” is “text to find.” In this window, you can type in the text that you want to find. If you want to find the text immediately, press “Enter.” However, if you want to set other fields in the dialog box, press “tab (“Space-4-5”)” to move to the next field.
2. Search direction

The next field is “search direction.” The default direction is “forward.” If you would like to change the search direction, you should press “Space.” Pressing “Space” will toggle between “forward” and “backward”. After you type in the text to be found, and set the searching direction, press “Enter” if you want to find the text immediately.

3. Match case
   The next field is “match case.” This field display only when you execute the “find” command in text file. This field does not display in Braille file. The default value is “no.” If you want to change the value, press “Space.” Pressing “Space” will toggle between “no” and “yes.”
4. Confirm
   After you set all of the fields and want to execute “find,” press “Enter” on “confirm.” You can also start finding text by pressing “Enter” on “text to find” or “search direction.”
5. Cancel
   In order to cancel the “find” function, press “Enter” on “cancel.” Or, you can cancel the “find” command by pressing “Space-z (dots 1-3-5-6).”

If you have executed the “find” command as explained above and it finds the text that you typed in, and “completed” is announced by the voice. If there was no text that matched what you typed in, the cursor does not move and the Voice Sense announce the “not found.” by the voice. This function saves the text that was typed in last, as well as the direction, so you can use it again to search for the next occurrence of text.

When using the find command, the current cursor position is very important. If the cursor is located at the beginning of the document, it is better for you to select “forward” direction. If the cursor is located at the end of the document, it is better to select “backward” as the direction used for searching.

### 5.3.2 Find Again

When you want to run the “find again” command; you can press “Space-m (dots 1-3-4)” or “F2.” Then move to “go to” by pressing “Space-4.” Then, press “Enter” on “go to.” Move to “find again” by pressing “Space-4” to move to “find again” and press “Enter,” or press “h (dots 1-2-5)” in the “go to” menu. When you are editing a document, you should press “Enter-f (dots 1-2-4)” to activate this command. When “find again” is executed, “find again” will look for the text that was used in the previous “find.” “Find again” will search in the same direction that was used with the last “find.” If you have not yet used the “find” command in the current document, and you execute “find again,” it will not work. “Find again” is used to find the text that you have previously found in the current document.

### 5.3.3 Replace

To execute this command, press “Space-m (dots 1-3-4)” or “F2,” and move to “go to” by pressing “Space-4.” Then, press “Enter” on “go to.” Move to “replace” by pressing “Space-4” to move to “replace (r),” and press “Enter,” or press “r (dots 1-2-3-5)” in the “go to” menu (which is the shortcut). While editing a document, pressing “Enter-r (dots 1-2-3-5)” will activate this function.

“Replace” also has a dialog box that consists of the following fields: “text to find,” “replace with,” “search direction,” “match case,” “replace,” “confirm” and “cancel.” You can move between the fields by pressing “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)”.

The following is a description of each function.

1. Text to find
   You can type in the text that you want to be replaced in this field.
2. Replace with
   You can type in new text that will replace the text that is found.

After you type in “text to find” and “replace with,” the Voice Sense will find the text and replace it in the direction that you have specified. If you want to change the direction, press “tab (“Space-4-5”)” to move to the next field.

3. Search direction
   The “search direction” has the same function as the “search direction”. After you set the searching direction, press “Enter” to start the replacement of text, or press “tab (“Space-4-5”)” to set the “match case” or “replace.”
4. Match case
   This field display only when you execute the “replace” command in text file. This field does not display in Braille file. The default value is “no.” If you want to change the value, press “Space.” Pressing “Space” will toggle between “no” and “yes.”
5. Replace
   You may want to replace only one piece of text. Or, you may want to replace all the texts that coincides with the text that you typed in the “text to find” field. You can set it in the “replace” field. There are two choices: “once” and “all.” You can toggle between the two choices by pressing “Space.”
6. Confirm and Cancel
   Pressing “Enter” on “confirm” will start finding and replacing text. If there is no text that coincides with the text that was typed in, “no more searching data” is displayed, and the function is canceled. Pressing “Enter” on “cancel” will cancel the “replace” function.

### 5.3.4 Go to Location

The “go to location” command moves rapidly to a specific location. You can move to a specific page, paragraph, or line. To execute this command, press “Space-m (dots 1-3-4)” or “F2,” and move to “go to” by pressing “Space-4.” Then, press “Enter” on “go to.” Move to “go to location” by pressing “Space-4,” and then press “Enter.” While editing a document, press “Enter-l (dots 1-2-3)” to activate this function. If “go to location” is executed, the word processor says, “move to page

number:” If you type in a number here, the Voice Sense will take you to the page number that corresponds with the number you have just typed in. You can also type the letter “f (dots 1-2-4)” before the number. This will tell the Voice Sense that you are looking for a page number, and not a paragraph, or, line number. Type in the number of the page you want to move to without the plus sign or minus sign, and then press “Enter.” The word processor will jump from start of the document to the specific page at once. If you want to move forward from your current location, put the plus sign in front of the number and letter. For example, if you want to move forward five pages, you would type “+f5.” If you want to move backward from your current location, put the minus sign in front of the number and letter. If you want to move to the previous page, type “-f,” and if you want to move to the next page, type “+f.” If the page number you type in is not valid, the Voice Sense will say, “move range error.”

You can also use this function to move to a specific paragraph. First, select “go to location” in the “go to” menu, or just press “Enter-l (dots 1-2-3).” Then, the Voice Sense will say, “move to page number:” Before you type in the number of the paragraph that you want to go to, type “p (dots 1-2-3-4),” and then type the number of the paragraph that you want to go to. By typing in the letter “p (dots 1-2-3-4),” the Voice Sense will know that you are looking for a paragraph, and not a page or line. If you want to move forward from your current location, put the plus sign in front of the number and letter. If you want to move backward from your current location, put the minus sign in front of the number and letter. For example, if you want to move backward two paragraphs, you would type, “-p2.” If you want to move to the previous paragraph, type “-p,” and if you want to move to the next paragraph, type “+p.” If the paragraph number you type in is not valid, the Voice Sense will say, “move range error.”

You can also use this function to move to a specific line. First, select “go to location” in the “go to” menu, or just press “Enter-l (dots 1-2-3).” Then, the Voice Sense will say, “move to page number:” Before

you type in the number of the line that you want to go to, type “l (dots 1-2-3),” and then type the number of the line that you want to go to. By typing in the letter “l (dots 1-2-3),” the Voice Sense will know that you are looking for a line, and not a page or paragraph. If you want to move forward from your current location, put the plus sign in front of the number and letter. If you want to move backward from your current location, put the minus sign in front of the number and letter. For example, if you want to move backward two lines, you would type, “-l2.” If you want to move to the previous line, type “-l,” and if you want to move to the next line, type “+l.” If the line number you type in is not valid, the Voice Sense will say, “move range error.”

You can also go to a specific line number on a specific page. The Voice Sense enables you to type in this information at the same time. To do this, press “Enter-l (dots 1-2-3),” or you can select “go to location” in the “go to” menu. Then, when the Voice Sense says, “move to page number:” you can type in the page number followed by the line number. For example, to move to the 3rd line on the 20th page, you would type “20 3,” or you could type “f20 3.” When you use the command of the “go to location” function, you cannot use the “+” or “-“ sign. You can only go directly to the page and line number.

### 5.3.5 Go to Previous Page

The “go to previous page” command allows you to move to the page that is located before the page you are currently on. To execute this command, press “Space-m (dots 1-3-4)” or “F2,” and move to “go to” by pressing “Space-4.” Then, press “Enter” on “go to.” Move to “go to previous page” by pressing “Space-4,” and then press “Enter,” or press “Space-1-2-6” or “F1-F2” while you are in the document. Once you have activated the “go to previous page” function, the Voice Sense will go directly to the previous page.

### 5.3.6 Go to Next Page

The “go to next page” command allows you to move to the page that is located after the page you are currently on. To execute this command, press “Space-m (dots 1-3-4)” or “F2,” and move to “go to” by pressing “Space-4.” Then, press “Enter” on “go to.” Move to “go to next page” by pressing “Space-4,” and then press “Enter.” Or, you can press “Space-3-4-5” or “F3-F4” while you are in the document. Once you have activated the “go to next page” function, the Voice Sense will go directly to the next page.

### 5.3.7 Set Mark

The “set mark” command marks a position in the document that you want to use later. To execute this command, press “Space-m (dots 1-3-4)” or “F2,” and move to “go to” by pressing “Space-4.” Then, press “Enter” on “go to.” Move to “set mark” by pressing “Space-4,” and then press “Enter,” or press “m (dots 1-3-4)” in the “go to” menu, which is the shortcut. While editing a document, press “Enter-m (dots 1-3-4)” to activate this command.

Move the cursor to the location that you want to mark, and press “Enter-m (dots 1-3-4”). Then, the Voice Sense will say “Enter mark name:.” To name the mark, use the letters a through z. For example, if you put down the letter “a (dot 1),” the Voice Sense will move you to that point in the document immediately. If you are in the document, the Voice Sense will not show the mark sign. If you selected “view format character” in “settings,” which was explained in section 5.1.6, you will see the bookmark sign in the document. You can go to marked text by using “Space-3” or “Space-6,” and the bookmark sign will appear, which is “$pl (mark name).”

### 5.3.8 Go to Mark

The “go to mark” command finds a mark that has already been marked. When you want to execute this command, you can press “Space-m (dots 1-3-4),” or “F2,” and move to “go to” by pressing

“Space-4.” Then, press “Enter” on “go to.” Move to “go to mark” by pressing “Space-4,” and then press “Enter,” or press “j (dots 2-4-5)” in the “go to” menu, which is the shortcut. You can jump to anywhere in a document to marked text with by pressing “Enter-j (dots 2-4-5).”

If you press “Enter-j (dots 2-4-5),” the Voice Sense will say “mark to move:.” If you type in the character of the mark name that you want to locate, the Voice Sense will move the cursor to the marked text with dots 7-8 embossed in the first cell.

### 5.3.9 Go to Previous Document

If you have multiple documents open, you can go directly to the document that you had opened before the document that you are currently editing. To execute this command, press “Space-m (dots 1-3-4)” or “F2,” and move to “go to” by pressing “Space-4.” Then, press “Enter” on “go to.” Move to “go to previous document” by pressing “Space-4,” and then press “Enter.” Or, you can press “shift-tab (space -1-2)” while you are editing a document to go to the previous document.

### 5.3.10 Go to Next Document

If you have multiple documents open, you can go directly to the next document that is open. To execute this command, press “Space-m (dots 1-3-4)” or “F2,” and move to “go to” by pressing “Space-4.” Then, press “Enter” on “go to.” Move to “go to next document” by pressing “Space-4,” and then press “Enter.” Or, you can press “tab (Space-4-5)” while you are editing a document to go to the next document.

## 5.4 Read Menu

The “read” menu reads the document in voice and in Braille when the user has opted to use read in voice and Braille. In order to call up the

“read menu,” press “Space-m (dots 1-3-4)” or “F2,” and then press “r (dots 1-2-3-5).” The submenus of the “read” menu are “read selected text,” “read beginning of selected text,” “read from beginning to cursor,” “read from cursor to end,” “auto scroll,” and “read status.”

### 5.4.1 Read Selected Text

The “read selected text” command allows you to have the Voice Sense read text that you have in a selection. To execute this command, press “Space-m (dots 1-3-4)” or “F2,” and move to the “read” menu by pressing “Space-4,” and then press “Enter,” or press “r (dots 1-2-3-5)” to call up the “read” menu. Press “Enter” on “read selected text” in the “read” menu. While editing a document, you can press “Backspace-b (dots 1-2)” to activate the “read selected text” function. Although you activate this function, the cursor location will not move to the selected text. The cursor will stay where you have activated “read selected text.”

### 5.4.2 Read Beginning of Selected Text

The “read beginning of selected text” command will allow you to hear the first line of the selected text, without moving the cursor location. To execute this command, press “Space-m (dots 1-3-4)” or “F2,” and move to the “read” menu by pressing “Space-4.” Then, press “Enter.” Move to “read beginning of selected text” by pressing “Space-4,” and then press “Enter,” or you can press “u (dots 1-3-6)” on the read menu, which is the shortcut. While editing a document, you can press “Enter-u (dots 1-3-6)” to activate this function. When you execute “read beginning of selected text,” the cursor will stay in the same position it was at when you executed “read beginning of selected text.”

### 5.4.3 Read from beginning to cursor

Using this function, the Voice Sense will audibly speak a document from the beginning to the position where the cursor is located. To execute this command, press “Space-m (dots 1-3-4)” or “F2,” and move to the “read” menu by pressing “Space-4.” Then, press “Enter.” Move to “read from beginning to cursor” by pressing “Space-4,” and then press “Enter” or you can press “t (dots 2-3-4-5)” on the read menu, which is the shortcut. While editing a document, you can press “Backspace-g (dots 1-2-4-5)” to activate this function.

If you want to quit this function before you reach the cursor location, you can press “Backspace-Enter.” Your cursor will stay where it was when you started this function. That is, the cursor will not move to the position to where you stopped the function.

### 5.4.4 Read from Cursor to End

This command will read a document from where the cursor is located to the end of the document. While the Voice Sense is reading the text, the cursor will stay in the same location that you were, before you started this command. The cursor will not be moved until the reading has been completed. Once the text has been read, the cursor will move to the end of the document. To execute this command, press “Space-m (dots 1-3-4),” and move to the “read” menu by pressing “Space-4.” Then, press “Enter.” You can move to “read from cursor to end” by pressing “Space-4” and press “Enter,” or you can press “g (dots 1-2-4-5)” on the “read” menu, which is the shortcut. While editing a document, you can press “Enter-g (dots 1-2-4-5)” to activate this function.

If you stop this command before the end of a document, you can press “Backspace-Enter,” which will move the cursor to where you stopped the command.

### 5.4.5 Auto Scroll

Note: This function appears when the Voice Sense is connected to SyncBraille. (SyncBraille is sold separately).

The “auto scroll” command scrolls automatically. The speed of the “auto scroll” is set in the “settings” menu, which is located in the “file” menu. The auto scroll mode does not read the document using the voice. It is only displayed on the Braille display. It reads the document line by line automatically. To execute this command, press “Space-m (dots 1-3-4)” or “F2,” and move to the “read” menu by pressing “Space-4.” Then, press “Enter.” Move to “auto scroll” by pressing “Space-4,” and then press “Enter,” or you can press “a (dot 1)” on the read menu, which is the shortcut. You can turn the auto scroll feature on and off by pressing the up and down arrow keys simultaneously. For faster scrolling, press the right arrow key (“Space-6”). For slower scrolling, press the left arrow key (“Space-3”). If you want to read a line again that you have already scrolled past, you can read it again by pressing the up arrow key (“Space-1”) until you can get to what you want to read. Similarly, if you want to skip some lines that you do not wish to read, you can skip them by pressing the down arrow key (“Space-4”). You can also access this function without opening the menu by pressing both up-down arrow keys at the same time when in your document.

### 5.4.6 Read Current Sentence

This function will tell you information about your current sentence. To execute this command, press “Space-m (dots 1-3-4)”, and move to the “Read” menu by pressing “Space-4”. Then, press “Enter”. Move to “Read Current Sentence” by pressing “Space-4”, and then press “Enter”, or you can press “e (dots 2-5)” in the read menu, which is the short cut. While editing a document, you can press “Space-1-4-5-6” to activate this function. In order to return to the document that you are editing, press any key.

### 5.4.7 Read Current Line

This function will tell you information about your current line. To execute this command, press “Space-m (dots 1-3-4)”, and move to the “Read” menu by pressing “Space-4”. Then, press “Enter”. Move to “Read Current Line” by pressing “Space-4”, and then press “Enter”, or you can press “l (dots 1-2-3)” in the read menu, which is the short cut. While editing a document, you can press “Space-c (dots 1-4)” to activate this function. In order to return to the document that you are editing, press any key.

### 5.4.8 Read Current Word

This function will tell you information about your current word. To execute this command, press “Space-m (dots 1-3-4)”, and move to the “Read” menu by pressing “Space-4”. Then, press “Enter”. Move to “Read Current Word” by pressing “Space-4”, and then press “Enter”, or you can press “w (dots 2-4-5-6)” in the read menu, which is the short cut. While editing a document, you can press “Space-2-5” to activate this function. In order to return to the document that you are editing, press any key.

### 5.4.9 Read Current Character

This function will tell you information about your current character. To execute this command, press “Space-m (dots 1-3-4)”, and move to the “Read” menu by pressing “Space-4”. Then, press “Enter”. Move to “Read Current Character” by pressing “Space-4”, and then press “Enter”, or you can press “c (dots 1-4)” in the read menu, which is the short cut. While editing a document, you can press “Space-3-6” to activate this function. In order to return to the document that you are editing, press any key.

### 5.4.10 Read Status

This function will tell you information about your current file. If you activate this function, the Voice Sense will tell you the “filename,” “edit mode (insert or overwrite),” and “file protection (write or read only).” To execute this command, press “Space-m (dots 1-3-4)” or “F2,” and move to the “read” menu by pressing “Space-4.” Then, press “Enter.” Move to “read status” by pressing “Space-4,” and then press “Enter,” or you can press “s (dots 2-3-4)” in the read menu, which is the shortcut. While editing a document, you can press “Space-3-4” to activate this function. In order to return to the document that you are editing, press any key.

## 5.5 Layout

The “layout” command sets the layout for printing on an ink printer or embossing on a Braille printer. The “layout” menu has the following submenus: “Braille document layout,” “print document layout,” “Braille paragraph layout,” and “print paragraph layout.” The changes that are made with the “layout” command are not displayed on the Braille display. In order to check the layout, call up the menu by pressing “Space-m (dots 1-3-4)” or “F2,” and check the layout values one by one. The changed values will be displayed within the menu.

### 5.5.1 Braille Document Layout

While you are editing a document, press “Space-m (dots 1-3-4)” or “F2” to call up the menu, and select “layout” or press “p (dots 1-2-3-4),” (which is the shortcut), and then select “Braille document layout.” Or, you can press “Backspace-p (dots 1-2-3-4).” “Braille document layout” is used to set the width and height of the paper for embossing as well as the following options. Whenever you change a layout setting while you are editing a document, the setting will be valid on the rest of the document.

You can navigate the menu items with “Space-1” or “Space-4,” and you can move to “confirm” or “cancel” by pressing “tab” (“Space-4-5”

or “F3”). You can skip an item by pressing “Space-4” if you don’t want to change the default setting.

The following are the items that can be changed:

1. Set characters per line
   This sets the number of characters (Braille) per line to emboss in Braille. The default value is set to 32. Type in the number of characters per line, if you decide you want to change the value. Then, you can move to the next setting by pressing “Space-4.”
2. Set lines per page
   This sets the number of lines per page to be embossed. It includes the line that the page number is printed in. For example, if it is set to 26, the content of the document will be embossed with 25 lines and the page number is printed as the 26th line. If you want to change the value, type in the number of lines that you want to emboss. Then, you can move to the next setting by pressing “Space-4.”
3. Print type
   This sets whether the document will be embossed on a single sided or a double sided (both sides). The default value is set to double side embossing. If you want to emboss using single sided embossing, press “Space” until “Print type: single sided” is heard. Then, the setting will be changed to single side embossing. If you want to go back to double side printing again, press “Space” again, and “print type: double sided” will be displayed. After setting your preference, move to the next setting by pressing “Space-4.”
4. Page numbering type
   This sets the numbering type for embossing a document. The default type is set to “double sided.” It means that the page number will be embossed on every page. The setting values are “double sided,” “odd,” “even,” and “none.” These settings are changed when you press “Space.” Pressing “Backspace” will allow you to move in reverse order. When you have selected your preference, you need to press “Space-4” in order to move to the

next setting.

5. Set page numbering
   This sets the position of the page number when embossing. The selections are “upper-right” and “lower-right.” The default setting is set to “lower-right.” Press “Space” in order to change the setting. Pressing “Backspace” will allow you to move in reverse order. After selecting your preference, you should press “Space-4” in order to move to the next setting.
6. Header
   This is used to edit the header that will be embossed on the head of every page. Move to “header” and type in the text to be embossed as the header. In order to move to the next setting, press “Space-4.”
7. Footer
   This is used to edit the footer that will be embossed on the bottom of every page. Move to “footer” and type in the text to be embossed as the footer. After you set every field, move to “confirm” or “cancel,” and press “tab (“Space-4-5”).” If you want to change a setting, or check your settings again, press “Space-1” to move to the previous fields.
8. Confirm / Cancel
   In order to apply a setting, press “Enter” when “confirm” is displayed. If you do not want to change the setting, you will need to press “Enter” when “cancel” is displayed.

### 5.5.2 Print Document Layout

This option will allow you to set the layout of the document for printing on an ink printer. Press “Space-m (dots 1-3-4)” or “F2” to call up the menu while you are editing a document, and select “layout” or press “l (dots 1-2-3)” (which is the shortcut), and then select “print document layout.” Or, press “Backspace-t (dots 2-3-4-5),” which is the hot key for “print document layout.” The settings in this menu are applied to all the paragraphs in the selected document. You can navigate the menu items with “Space-1” or “Space-4,” and you can move to

“confirm” or “cancel” by pressing “tab” (“Space-4-5” or “F3”). You can skip an item by pressing “Space-4” if you do not want to change the default setting.

The following is a detailed explanation of each setting:

1. Set top margin
   This sets the top margin for ink printing. The top margin is the distance from the top of the paper to the first line of the printed paragraph. The default value is set to 20mm (about 0.78 inches). If you are going to change the default setting, you can type in a number, which will make the margin as big as you would like to have it.
2. Set bottom margin
   This sets the bottom margin for ink printing. The bottom margin is the distance from the bottom of the paper to the last line of a printed paragraph. The default value is set to 20mm (about 0.78 inches). If you are going to change the default setting, you can type in a number, which will make the margin as big as you would like to have it.
3. Set left margin
   This sets the left margin for ink printing. The left margin is the distance from the left edge of the paper to the first text that is printed. The default value is set to 20 mm (about 0.78 inches). If you are going to change the default setting, you can type in a number, which will make the margin as big as you would like to have it.
4. Set right margin
   This sets the right margin for ink printing. The right margin is the distance from the right end of the printed text to the right edge of the paper. The default value is set to 20mm (about 0.78 inches). If you are going to change the default setting, you can type in a number, which will make the margin as big as you would like to have it.
5. Set page numbering

This sets the position where the page numbers will be printed. The page number positions are “upper left,” “upper middle,” “upper right,” “lower left,” “lower middle,” and “lower right.” To change the setting, press “Space.” Pressing “Backspace” will allow you to move in reverse order. After selecting your preference, you should press “Space-4” in order to move to the next setting.

6. Header
   This is used to edit the header that will be printed at the top of each page. Move to “header,” and type in the text that you want to be printed.
7. Footer
   This is used to edit the footer that will be printed at the bottom of each page. Move to “footer,” and type in the text that you want to be printed.
8. Distance between lines
   This sets the distance between the lines that will be printed. The default value is set to 150%. The distance can be anywhere from 100% to 300%. If you type in a value that exceeds this range, the Voice Sense will say “Out of range. Value too large,” and wait for you to type in another value.
9. Confirm / cancel
   In order to apply a setting, press “Enter” when “confirm” is displayed. If you do not want to apply a setting, you will need to press “Enter” when “cancel” is displayed. If you press “Enter” on cancel, you will be taken out of the menu. You must press “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to get to the confirm and cancel buttons.

### 5.5.3 Braille Paragraph Layout

In order to call up the “Braille paragraph layout,” press “Space-m (dots 1-3-4)” or “F2” while you are editing a document. Then, press “Enter” on “layout,” or press “l (dots 1-2-3)” while in the “layout” menu (which is the shortcut), and then select “Braille paragraph layout.” Or, you can press “BackSpace-1-2-4-6.” The changed layout will be

applied only to the selected paragraph. These settings are not applied to other paragraphs.

You can navigate between the menu items by pressing “Space-1” or “Space-4.” Move to “confirm” or “cancel” by pressing “tab” (“Space-4-5” or “F3”). You can skip an item by pressing “Space-4” if you do not want to change the default setting.
In this setting, you can set the following items:

1. Indent first line
   This indents the first line of the paragraph as designated by the number of characters. The default value is set to 0. In order to change this setting, type in the number of characters to be indented on the “indent first line” setting item. Press the right arrow key or “Space-4” in order to move to the next setting item.
2. Indent all lines except the first line
   This indents all the lines of the paragraph, except the first line of the paragraph as designated by the number of columns. If you want to indent all of the text, except for the first line, by typing in a number. You can make the indent as big as you want it by changing the number of columns, which will indent all lines, except for the first line. Press “tab (“Space-4-5”)” in order to “confirm” and “cancel.” If you want to change the setting of a previous item, move to it by pressing “Space-1,” and change it. The default is set to “0.)
3. Confirm / cancel
   In order to apply changes, you need to press “Enter” when “confirm” is displayed. If you want to exit from a setting without changing it, you should press “Enter” when “cancel” is displayed. You must press “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to get to the confirm and cancel buttons.

### 5.5.4 Print Paragraph Layout

You can set the layout of the current paragraph for printing on an ink printer. In order to set “print paragraph layout,” press “Space-m (dots 1-3-4)” or “F2” while you are editing a document, and select “layout,” or press “l (dots 1-2-3)” (which is the shortcut), and select “print paragraph layout.” Or, press “BackSpace-2-3-4-6,” which is the hot key for “print paragraph layout.” This setting applies only to the paragraph that you are on when the setting is changed. This setting change does not apply to other paragraphs. You can navigate the menu items by pressing “Space-1” or “Space-4,” and you can move to “confirm” or “cancel” by pressing “tab (“Space-4-5” or “F3”).” You can skip an item by pressing “Space-4” if you do not want to change the default setting.

The following is a detailed explanation of the settings for “print paragraph layout:”

1. Set left margin
   This sets the left margin for ink printing. The default value is set to 0mm. In order to change the setting, you will need to type in the value. Move to the next setting by pressing the down arrow key or press “Space-4.”
2. Set right margin
   This sets the right margin for ink printing. The default value is set to 0mm. In order to change the setting, you will need to type in the value. Move to the next setting by pressing the down arrow key or press “Space-4.”
3. Indent first line
   This sets the indentation of the first line. The first line will be indented by the value that you select, and the other lines will not be indented. This setting is valid for the paragraphs that follow, unless the setting is changed. The default value is set to 0. In order to change the setting, you should type in the number of characters. Press the down arrow key or press “Space-4” in order to move to the next setting.
4. Indent all lines except the first line

All the lines in the paragraph, except the first line, are indented if this is set. This setting will be valid for the following paragraphs, unless the setting is changed. The default value is set to 0. In order to change the setting, you should type in the number of characters.

5. Alignment
   This sets the alignment type. The default type is set to “left justified.” The other options are “centered” and “right justified.” Press “Space” in order to change the setting.
6. Setting style
   When printing a document through an ink printer, the style of each paragraph can be set to a desired style. Style includes “font type,” “font size,” and “text shape for text.” You can select “text,” “title,” “sub title,” “abstract 1,” and “abstract 2” by pressing “Space” or “Backspace.” The default fonts for each style are listed below.
   Text: Times New Roman, Font size 11
   Abstract1: Times New Roman, Font size 11, Boldface
   Abstract2: Times New Roman, Font size 14, Boldface
   Sub title: Courier New, Font size 16, Italic, Boldface, CEnter-aligned
   Title: Times New Roman, Font size 20, Boldface, CEnter-aligned
7. Confirm / cancel
   In order to apply a setting, press “Enter” on “confirm.” In order to cancel a setting, and move to “edit mode,” press “Enter” on “cancel.” You must press “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to get to the confirm and cancel buttons.

### 5.6 Keys for Text Scrolling and Deleting

While reading a document, you can use the following commands to read Braille or hear speech. You can move character by character, word by word, or paragraph by paragraph.

The previous character: Left arrow key (“Space-3”)

The next character: Right arrow key (“Space-6”)
The previous word: Space-2
The next word: Space-5
The beginning of line: Home key (“Space-1-3”)
The end of line: End key (“Space-4-6”)
The previous line: Up arrow key (“Space-1”)
The next line: Down arrow key (“Space-4”)
The previous sentence: Space-2-3-5
The next sentence: Space-2-5-6
The next paragraph: “Space-5-6” or “Enter-down arrow key”
The previous paragraph: “Space-2-3” or “Backspace-up arrow key button”
The top of document: Control-home (“Space-1-2-3” or “F1-F2-up arrow key”)
The bottom of document: Control-end (“Space-4-5-6” or “F3-F4-down arrow key”)

In addition, if you use the following commands, you can read the part of a document where the cursor is. For example, if you activate the read the current paragraph function, you will hear the entire paragraph where the cursor is located.

Read the current paragraph: Space-2-3-5-6
Read the current sentence: Space-1-4-5-6
Read the current line: Space-1-4
Read the current word: Space-2-5
Read the current character: Space-3-6

If you want to delete a part where the cursor is, you can use the following keys. For example, if you activate the delete the current paragraph function, you can delete the entire paragraph where the cursor is located.

Delete the current paragraph: BackSpace-2-3-5-6
Delete the current line: BackSpace-1-4

Delete the current word: BackSpace-2-5
Delete the current character: Space-d (dots 1-4-5)

## 5.7 Cursor Location

While reading a document, you can check the cursor location. To do this, press “Space-1-5-6.” You will then hear, "00page 00line 00column 00%, 00/00 paragraph 00/00 line."

## 5.8 Hot keys in the word processor:

1. File menu
   New document: Enter-n (dots 1-3-4-5)
   Open: Enter-o (dots 1-3-5)
   Save: Enter-s (dots 2-3-4)
   Save as: Space-s (dots 2-3-4)
   Close current document: Space-q (dots 1-2-3-4-5)
   Settings: Enter-e (dots 1-5)
   Exit: Space-z (dots 1-3-5-6)

2. Edit menu
   Start selection: Enter-b (dots 1-2)
   Copy: Enter-c (dots 1-4)
   Cut: Enter-x (dots 1-3-4-6)
   Paste: Enter-v (dots 1-2-3-6)
   Delete: Space-d (dots 1-4-5)
   Delete blank lines: Backspace-e (dots 1-5)
   Add to clipboard: Enter-p (dots 1-2-3-4)
   Clear clipboard: Enter-d (dots 1-4-5)
   Select All: Enter-a (dot 1)
   Insert from file: Enter-i (dots 2-4)
   Insert date: Enter-w (dots 2-4-5-6)
   Insert time: Backspace-w (dots 2-4-5-6)
   Toggle insert/overwrite mode: Space-i (dots 2-4)
   Check spelling : Enter-k (dots 1-3)

Check spelling of the current word: Backspace-k (dots 1-3)

3. Go to menu
   Find: Space-f (dots 1-2-4)
   Find again: Enter-f (dots 1-2-4)
   Replace: Enter-r (dots 1-2-3-5)
   Go to location: Enter-l (dots 1-2-3)
   Go to previous page: Space-1-2-6 or F1-F2
   Go to next page: Space-3-4-5 or F3-F4
   Set mark: Enter-m (dots 1-3-4)
   Go to mark: Enter-j (dots 2-4-5)
   Go to previous document: Space-1-2 or Space-F3
   Go to next document: Space-4-5 or F3

4. Read menu
   Read selected text: Backspace-b (dots 1-2)
   Read beginning of selected text: Enter-u (dots 1-3-6)
   Read from beginning to cursor: Backspace-g (dots 1-2-4-5)
   Read from cursor to end: Enter-g (dots 1-2-4-5)
   Auto scroll: up-down arrow keys
   Read status: Space-3-4

5. Layout menu
   Braille document layout: Backspace-p (dots 1-2-3-4)
   Print document layout: BackSpace-t (dots 2-3-4-5)
   Braille paragraph layout: BackSpace-1-2-4-6
   Print paragraph layout: BackSpace-2-3-4-6

6. Miscellaneous hot keys
   Move to previous character: left arrow key (Space-3)
   Move to next character: right arrow key (Space-6)
   Move to previous word: Space-2
   Move to next word: Space-5
   Move to the beginning of the line: Home (Space-1-3)
   Move to the end of the line: End (Space-4-6)

Move to previous line: Up arrow key (Space-1)
Move to next line: Down arrow key (Space-4)
Move to previous paragraph: Space-2-3
Move to next paragraph: Space-5-6
Move to the beginning of the document: Ctrl-home (Space-1-2-3)
Move to the end of the document: Ctrl-end (Space-4-5-6)
Move to previous sentence: Space-2-3-5
Move to next sentence: Space-2-5-6
Read current paragraph: Space-2-3-5-6
Read current line: Space-1-4
Read current sentence: Space-1-4-5-6
Read current word: Space-2-5
Read current character: Space-3-6
Delete current paragraph: BackSpace-2-3-5-6
Delete current line: BackSpace-1-4
Delete current word: BackSpace-2-5
Delete current character: Space-d (dots 1-4-5)
Confirm current cursor position: Space-1-5-6
Set view format character: Space-1-4-6
Set reading unit: Space-2-4-6
Set read only: Space-3-4-6

# 6. Address Manager

## 6.1 What is the “Address Manager”?

The “address manager” is a program that you can use to keep track of your contact information and schedule information, such as names, company addresses, home addresses, as well as other information.

“Address manager” has two main dialog boxes: “add address” and “search address.” In the “add address,” dialog you can enter contact information, such as names, company addresses, home addresses and so on. The information that you have entered can be saved for later use. In the “search address,” dialog you can look for information that is stored in the “address manager.” You can edit or delete information that you find. You can also select addresses to be printed using an ink or Braille printer.

You can also connect to a web site by pressing “Enter” on a homepage address field if the field contains an address for a web site. In the “program” menu, you can start “address manager” by typing “a (dot 1),” or by selecting “address manager.” Press “Space-4” or “Space-1” repeatedly in the “program” menu until you arrive at the “address manager,” and then press “Enter” to open it. Before going into the details of how to use the “address manager,” let's discuss the structure of address data.

The address data that is stored in “address manager” consists of a set of records. A “record” is a collection of contact information about one person or company. Each record contains 23 fields. These 23 fields are: “last name,” “first name,” “company name,” “title,” “mobile phone,” “home phone,” “home fax,” “company phone,” “company fax,” “home street address,” “home city,” “home state,” “home zip code,” “home country,” “company street address,” “company city,” “company state,” “company zip code,” “company country.” “home e-mail,”

“company e-mail,” “home page,” and “memo.” Thus, one record contains all the information you can keep about a person or company.

## 6.2 Starting the Address Manager

When you press “Enter” on “address manager” in the “program” menu, the Voice Sense will say “search address,” and display the prompt, “Last name:.” In other words, when you start the “address manager,” the “search address” dialog box will be opened.

In “address manager,” you can use the menus to conveniently browse and execute all of the available commands. When you cannot remember the exact hot key for the command that you want to execute, you can press “Space-m (dots 1-3-4)” or “F2” to open the menu.

## 6.3 Using “Add Address”

This dialog box allows you to enter new addresses in the address manager. In order to use the “add address” function, press “Space-m (dots 1-3-4)” or “F2” to bring up the “address manager” menu, and then press the up arrow key (“Space-1”) or the down arrow key (“Space-4”) to move to “add address.” Then, press “Enter.” Or, press “Enter-i (dots 2-4)” (which is the hot key) in “address manager.”

### 6.3.1 Adding an Address

“Add address” is a dialog box that contains a list of 22 input fields, the “memo” field, a “confirm” button, and a “cancel” button. In the input fields, you can enter the information corresponding to the 22 fields of a record. “Confirm” is used to save the information entered, and “cancel” is used to discard the entry. You can move among the input fields, “memo,” “confirm,” and “cancel” by pressing “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)”. Among the 22 input fields, you can move from one field to the next by pressing the up arrow key (“Space-1”) or

the down arrow key (“Space-4”). If the Voice Sense is connected to SyncBraille, you can use the cursor keys in SyncBraille to move from one field to the next. Here you should type in the appropriate information for each field, and press the down arrow key (“Space-4”) to move to the next field. You do not have to fill in all of the fields. If you want to skip a field, press the down arrow key (“Space-4”), and the field will be left blank. You will then be prompted for the next field.

When you have entered information in the desired fields, you can save the information by pressing “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” repeatedly to move to the “confirm” button. Then, press “Enter.” Or, you can press “Enter” in any field.

If you don’t want to save the information that you have entered, press “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” repeatedly to move to the “cancel” button, and then press “Enter.”

After you cancel the entry, you will be prompted for another record, beginning with the “last name” field.

You can enter telephone numbers using computer Braille (without a number sign) or regular grade 1 Braille (with or without a number sign). To type in a dash (-) while typing in a telephone number (e.g. 000-000-0000), you should press “Space” or “dots 3-6.”
If you want to put an extension number after any phone number, enter the phone number as described above, and then type a comma (,), followed by the extension number, as in “000-000-0000,100.” In this case, you should press “dot 6” to enter the comma in computer Braille or “dot 2” in grade 1 Braille.

When you enter a home page address or an e-mail address, you should enter the information using computer Braille. For the @ (at sign), you should press “Space-u (dots 1-3-6)” and then “dot 4.” A period or dot (.) in a home page address (or an e-mail address)

should be entered as “dots 4-6.” A colon (:) can be typed in using “dots 1-5-6” and a slash (/) can be typed in using “dots 3-4.”

By pressing “tab (“Space-4-5”),” you can get to the “memo” field. You can type in multiple lines of text in the “memo” field. When you want to start a new line of text, you should press “Enter.”

When you are done entering information for a record, you can press “tab (Space-1-2)” until you reach the “confirm” button. Then, press “Enter” on “confirm.”

### 6.3.2 Setting Add Address Fields

“Set address fields” enables you to select one of the 22 fields to be shown when you enter contact information. There are 22 fields in a record, but you may not want to enter information in every one of the 22 fields. You can use “set address fields” to select only the fields that you need.

To use this function, press “Space-m (dots 1-3-4)” or “F2” to bring up the menu, and then select “set address field,” or press “o (dots 1-3-5)” (which is the shortcut), and then press “Enter.” Or, you can press “Enter-o (dots 1-3-5)” in the “add address” dialog box.

On the right side of each field name, “use” or “unused” is displayed. The default value is set to “use.” In order to toggle the value, press “Space.”

After setting all the fields you want to change, move to the “confirm” button or the “cancel” button by pressing “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)”, and then press “Enter” to save or cancel the changes. Another way you can cancel the changes is by pressing “Space-e (dots 1-5)” or “Space-z (dots 1-3-5-6).”

### 6.3.3 Using “Search Address” in “Add address”

In “add address,” use the “search address” function to jump to another record. To use the “search address” function, press “Space-m (dots 1-3-4)” or “F2” to call up the menu. Next move to “search address,” and then press “Enter,” or press “s (dots 2-3-4).” You can also press “Enter-s (dots 2-3-4)” in the “add address” dialog box.

If you have entered any information and execute “search address,” you will be asked “save changes? yes/no.” Once you answer this, the “search address” dialog box will be displayed.

## 6.4 Searching For an Address

### 6.4.1 Using “search address”

The “search address” dialog box enables you to search for any information stored in “address manager.” If you execute “address manager” in the “program” menu, “search address” is executed automatically. If you want to use “search address” in “add address,” you can either select it from the menu, and press “Enter,” or press “Enter-s (dots 2-3-4)” (which is the hot key), as explained in section 6.3.3. If you press “Enter” in the “search address” dialog box, without typing any text, when “last name:” is displayed, you can browse through all of the records that are stored in “address manager.” A “record” is a collection of information about one person. If more than one record is found, you can move to the next record by pressing “Space-4.” If you want to move to the previous record, you need to press “Space-1.”

For moving each field and record in the search result list, you can use the following keys.
Following are the move keys in the search result list

Move to a previous field in a record: Space-2

Move to the next field in a record: Space-5
Move to the first field in a record: Space-1-3
Move to the last field in a record: Space-4-6
Move to the previous record: Space-1
Move to the next record: Space-4
Move to the first record: Space-1-2-3
Move to the last record: Space-4-5-6
Move to previous same field different record: Space-3
Move to next same field different record: Space-6

You can also search records using not only name field but also the other fields. If you want to find records with a company name, press “Space-4” repeatedly until “company name:” is heard. Then, type the company name, and press “Enter.” The first record that has the company name will be displayed.

When you enter text to be searched for, you do not have to type the entire content of a field. For example, if you want to find a record about “Edward,” type in “ed” in the “search name” field. Then, all the records whose name field contains “ed” will be found.

### 6.4.2 Setting Searching Address Fields

This option enables you to select the fields that you want to search. Press “Space-m (dots 1-3-4)” or “F2” to bring up the menu, and select “set address search fields.” Then, press “Enter.” Or, you can press “Enter-o (dots 1-3-5)” (which is the hot key) in the “set address search fields” dialog box.

If you want to search only the name, mobile phone number, and company telephone number fields, move to those fields that you do not want to search by pressing “Space-4” or “Space-1,” and then press “Space” to change the value of that field to “unused.” By pressing “Space,” you can toggle the value of a field between “used” and “unused.”

### 6.4.3 Using “Add Address” In “Search Address”

You can use the “add address” command in the “search address” dialog box. To do this, press “Space-m (dots 1-3-4)” or “F2” to bring up the menu, and then select “add address.” Then, press “Enter.” You can also press “Enter-I (dots 2-4),” which is the hot key for this option.

## 6.5 Backing up and restoring the address list

### 6.5.1 Backup Address List

If a cold reset occurs, or if your battery goes dead, all of the data in the address manager will be lost. So, it is very important that you make a backup file every time you make a change to the address list. To go to “backup address list,” open the menu by pressing “Space-m (dots 1-3-4)” or “F2.” Then, use the up and down arrow keys (“Space-1” or “Space-4”), and find “backup address list.” Then, press “Enter.” You can also press “u (dots 1-3-6)” while you are in the menu to get to “backup address list.” Or, you can press “Enter-u (dots 1-3-6)” to activate this function without calling up the menu.

If you already have a backup file, you will see the message “Backup file already exists. Continue to backup? yes.” If you have made any changes to your address list, press “Enter” to create new backup file. If you want to keep the previous backup file, press “Space-4,” locate “no,” and press “Enter” on it. When you make a backup file in your address list, you will always have a new backup file with the extension DAT, and you will have another file with the extension BAK (which originated from the previous “address.dat” file).

### 6.5.2 Restore Address List

If you want to restore the address list after a cold reset, press “Space-m (dots 1-3-4)” or “F2” to call up the menu, and use the up and down

arrow keys to find “restore address list.” Then, press “Enter” on “restore address list.” Or, you can press “r (dots 1-2-3-5)” while you are in the menu to find “restore address list.” You can also press “Enter-r (dots 1-2-3-5)” to activate this function, without calling up the menu.

If you activate the “restore address list” function, and you already have an address list, you will see the message, “Address file already exists. Which do you prefer? Append.” If you press “Enter,” the backup address list will be appended to the current address list. If you press “Space-4” once and press “Enter” on “overwrite,” you will install the new backup file, erasing the old backup file. For example, let us assume that you have three records in your address list and you have ten addresses in your backup file. If you select “append,” you will have 13 records in your address list. In this case, three addresses could possibly be redundant. If you select “overwrite,” you will have 10 addresses backed up, and the three original addresses will be deleted. If you don’t want either “append” or “overwrite,” press “Space-4,” locate “cancel,” and press “Enter” on it.

### 6.5.3 Setting Backup Option

To backup your address list, you can do it manually using the “backup address list” function. You can also backup your address list automatically by using the “set backup option.” To activate the “set backup option” function, press “Space-m (dots 1-3-4)” or “F2” to open up the menu. Then press “Space-4” or “Space-1” repeatedly to locate “set backup option.” Then press “Enter” on it. Or, you can press “e (dots 1-5)” in the menu to go to “set backup option.” You can also activate the function without opening up the menu by pressing “Enter-e (dots 1-5).”

If you activate the function, you will see a dialog box. The dialog box has three controls: “backup mode” radio button, a “confirm” button, and a “cancel” button. You can switch between controls by pressing

“tab (Space-4-5)” or “shift-tab (Space-1-2).” To switch between radio buttons, you can press “Space-1,” “Backspace,” “Space-4,” or “Space.”

The “backup mode” has three radio buttons: “always backup changes when exiting,” “manual backup,” and “prompt backup changes when exiting.”

1. If you select the “always backup changes when exiting,” a new backup file will be automatically created if you modify the address list or add other information when you exit the address manager.
2. If you select the “manual backup,” it will not create a new backup file even though there may be changes in the address list. In this case, you can only make a new backup file by using the “backup address list” menu.
3. If you select the “prompt backup changes when exiting,” you will see the message “backup changes? Yes” when you exit the address manager, if you have modified the address list or added other information. If you press “Enter” on “yes,” it will automatically create a new backup file and exit the address manager. If you press “Space-4” once and press “Enter” on “no,” it will exit without making a new backup file.

You can change the backup mode if you press “Enter” after focusing on one of the three radio buttons. Or, you can press “Enter” on “confirm” by moving to it by pressing “tab (Space-4-5).” The default backup mode is set to “prompt backup changes when exiting.”

## 6.6 Commands in the Found Records

### 6.6.1 Find again

If you want to search for another name, press “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”).” The prompt, “last name:” will be displayed. Now, you can type in the new text that you want to look for.

Just as in a new search, you can start the search by pressing “Enter.” Even if you have canceled a search, you can go back to the “search address” dialog box by pressing “tab (“Space-4-5”).”

### 6.6.2 Opening a home page

If a record has a homepage address or an email address, you can open the homepage or send an email. Move to “home page,” “home e-mail” or “company e-mail” by pressing “Space-1” or “Space-4.” Then, press “Enter” on “home page,” “home e-mail” or “company e-mail.”

If you press “Enter” on a “home page,” the Voice Sense will automatically connect to the web browser program. If you press “Enter” on an “home e-mail” or “company e-mail,” the Voice Sense will bring up the “email” program, so that you can send an email to the email address that you have selected.

Before you use this command, please make sure that you are connected to the internet.

### 6.6.3 Editing Addresses

In order to edit a field that is in a record, find the desired address by using the “search address” function, and then move to the field you want to change by using the “Space-2” or the “Space-5” repeatedly until you arrive at the field that you want to change. Then, press “Space-m (dots 1-3-4)” to call up the “menu,” and select “modify address.” Then, press “Enter,” or you can press “Enter-m (dots 1-3-4),” which is the hot key. You can now enter new information for that field. After you have finished entering the information, press “Enter.” The Voice Sense will save the changes that have been made, and you will be returned to the first field of the record.

To save the changes that have been made, and exit from “edit address” mode, move to “confirm” by pressing “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)”, and then press “Enter.” In order to exit from edit mode without saving the changes that have been made, move to “cancel” by pressing “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” and press “Enter.” You can also exit from the “modify address” by pressing “Space-e (dots 1-5)” or “Space-z (dots 1-3-5-6),” which are the hot keys.

### 6.6.4 Deleting Addresses

To delete the record you are currently reading, call up the “menu” by pressing “Space-m (dots 1-3-4),” and select “delete address.” Then, press “Enter” or press “d (dots 1-4-5)” (which is the shortcut) in the “menu.” Or, you can press “Space-d (dots 1-4-5)” (which is the hot key) while the record is displayed. You can also delete more than one record at a time as follows:

1. Select the records to be deleted and use the “delete” command. To select the record that you want to delete, press “Space” when the record is displayed. Selected records can be deleted by pressing the “delete” key (“Enter-d (dots 1-4-5”). If you press “Space” again on a selected record before you delete it, the selection will be canceled. If you select the record, the Voice Sense will say “selected.” If you cancel a selection by pressing “Space” on a selected record, the Voice Sense will say “cancel selection.”
2. Select all and delete
   If you want to delete all the records in “address manager,” press “Space-m (dots 1-3-4)” to call up the “menu” and select “select all.” Then, press “Enter.” Next, press “Space-m (dots 1-3-4)” to call up the “menu” again, and then select “delete address.” Then, press “Enter.” Or, you can press “Enter-a (dot 1)” (which is the hot key) and press “Space-d (dots 1-4-5)” while you are using the “search address” function.

### 6.6.5 Printing addresses

This option allows you to print the selected records to a Bluetooth printer. First, connect the Voice Sense to be Bluetooth printer. Then, search the records to be printed with the “Search Address” command, and then select the records that you want to print. To select a record, press “Space” on the record to be printed. If you want to select all records in “Address manager,” press “Enter-a (dot 1),” or select “Select All” from the menu, and press “Enter.”

After selecting the records that you want to print, press “Space-m (dots 1-3-4)” to bring up the menu, and then select “Print Address.” Then, press “Enter,” or press “Space-p (dots 1-2-3-4),” which is the hot key.

### 6.6.6 Saving Addresses to a File

You can save selected records to a file. Regarding how to select records, you can find a detailed explanation in section **5.6.4**.?????

To save selected records in a document file format, press “Space-m (dots 1-3-4)” to call up the “menu,” select “save addresses as file,” and then press “Enter.” Or, you can press “Enter-t (dots 2-3-4-5)” (which is the hot key) after selecting the desired records. If you execute the “save addresses as file” command, the “file save” dialog box will be displayed and you will be asked to enter the file name and select a file format. After you type in the file name, and select one of the available file formats, you should press “Enter” on “confirm,” which will save the selected record(s) to a file. This dialog box is the same as the “save as” dialog box in the word processor, except that, here, when you are saving addresses to a file, the default file name is not displayed unlike the dialog box in the word processor.” You should refer to section 4.1.4 to learn about the dialog box “save as” in the word processor.

## 6.7 Importing and Exporting CSV

“CSV” is the acronym for Comma Separated Value. The CSV file is used for the digital storage of data structured in a table of lists form, where each associated item (member) in a group is in association with others also separated by the commas of its set. It will Import from CSV file from contacts of MS outlook or contacts of some cell phones.

In “Address Manager” of Voice Sense,
1. “Import from CSV” allows you to import the data of CSV file in “Address Manager”.
2. “Export to CSV” allows you to export the data of "address manager" as CSV file.

### 6.7.1 Importing CSV

You can import the data of CSV file in “Address Manger”, using this function. You can execute this function, regardless of “Add address” or “Search address”.

#### 6.7.1.1 Executing the menu of the “Import from CSV”

In order to execute “Import from CSV”, follow these steps:

1) Press “Enter” on the “Address Manager”. Or Press “a (Dot 1) in program list.
2) Press “Space-m (dots 1-3-4)” or “F2” to call up the menu.
3) Press “Space-4” move to “Import from CSV” and press “Enter”. Or press “c (dots 1-4).

Without calling up menu, you can move to this menu by pressing “Backspace-i (dots 2-4).”

#### 6.7.1.2 The Structures of the “Import from CSV” menu

1) “File name” ECB
2) “Confirm” Button
3) “Cancel” Button
4) “File search” list

You can move between the controls by pressing “Tab (“Space-4-5”)” or “Shift-Tab (“Space-1-2”)”.

#### 6.7.1.3 Importing the CSV file

In order to import the CSV file, follow these steps:

1) Press “Enter” on “Address Manager”. Or press “a (dot 1) in program list.
2) Press “Space-m (dots 1-3-4)” or “F2” to call up the menu.
3) Press “Space-1” or “Space-4”, move to “Import from CSV” and press “Enter”. Or press “c (dots 1-4). Without calling the menu, you can move to it by pressing “Backspace-i (dots 2-4)”.
4) It shows “File name”.
5) Typing file name that you want to import. For example, if you want to search the “address.CSV”, type “address” or “address.CSV” in the “File name”.
6) Pressing “Shift-Tab (Space-1-2)” to move to “Path Search” list. Move to the folder that contains CSV file. For example, if the CSV file is located in the download folder under the flashdisk, press “Enter” on the download folder to get inside.
7) After saving the route, press “Enter”. Or press “Tab (Space-4-5)” move to “Confirm” and press “Enter”.
8) Importing the CSV file is complete.

If you don’t know file name of CSV file,

1) Press “Tab (Space-4-5)” on the “File name”.

2) Move to “File search” list.
3) It shows lists of “Flashdisk”.
   · If CSV file is inside of a Flashdisk: Press “Space-1” or “Space-4”, move to CSV file and press “Enter” on the CSV file.
   · If CSV file is inside of an external memory: Press “Backspace”, move to disk list. Press “Space-1” or “Space-4”, move to CSV file and press “Enter on the CSV file.

If you want to cancel this function, press “Tab (Space-4-5)” on “Confirm”. Move to “Cancel” and press “Enter”. Or press “Space-z (dots 1-3-5-6).

6.7.1.4 Adding the CSV file in data of “Address Manager”

Once you import the CSV file, “Last name: unused 1/xx” will be displayed.
Structure is like below.

1. 23 filed list of Search address/ Add address
   1) unused
   2) Field name list of CSV file
2. “Allow fields in first record”
3. “Confirm”
4. “Cancel”

By pressing “Tab (Space-4-5)” or “Shift-Tab (Space-1-2)”, you can move to “23 list of Search address/Add address”, “Allow fields in first record” SCHB, “Confirm” button, “Cancel” Button.

By pressing “Space-1” or “Space-4”, you can move to “Unused” and “Field name list of CSV file”.

In order to add the CSV file in data of “Address Manager”, follow these steps:

1) In list of “Last name: unused 1/xx”, press “Space-1” or “Space-4”. Move to field of CSV file that you want to import in the “Last name” field.
   For example, there are 5 fields like “Name,” “Company name,” “title,” “Company address” and “Company zip code” in CSV file. It shows “Last name: unused 1/6.” If you want to import the value of “Name” field in CSV file, press “Space-4” and move to “Name”. Then it shows “Last name: Name 2/6” on the LCD and Braille display. If there is no field value from the CSV file that you need to import, you just leave “unused.”
   If you set “unused” in “First name” and “Company name,” you will hear “Must select one or more of first name and company name”. You will select value from the CSV file of “First name” and “Company name.”
2) Follow steps the above by pressing “Tab (Space-4-5)” to move to different field such as “Group,” “Company,” and “Title” etc.
3) Press “Tab (Space-4-5),” move to “Allow fields in first record.” You can change setting, by pressing “Space.” When you import the fields of first record in CSV file, you select it.
   · When you select in “Allow fields in first record”: If there is field value of the first record in CSV file, select it.
   · When you unselect in “Allow fields in first record”: If the field value of the first record is unnecessary, such as field name, unselect it.
4) Press “Tab (Space-4-5),” move to “Confirm.”
5) Press “Enter” on the “Confirm.”
6) It shows “Address file already exists. Which do you prefer?” The default value is “Overwrite.” The setting values are “Overwrite” and “Add.” To change the setting value, press “Space.”
   · Overwrite: If you want to overwrite when existed record has same data, select it.
   · Add: If you want to add the data, select it.
7) It will return “Search Address.”

8) Press “Enter”. It shows data imported of CSV file with existing data of “Address manager”.

If you want to cancel this function, press “Tab (Space-4-5) on “Confirm”. Move to “Confirm” and press “Enter”. Or press “Space-z (dots 1-3-5-6)”.

### 6.7.2 Exporting CSV

You can export data of “Address Manger” as CSV file, using this function. You can execute this function, regardless of “Add address” or “Search address”.

#### 6.7.2.1 Executing the menu of the “Export to CSV”

In order to execute the menu of the “Export to CSV”, follow these steps:

1) Press “Enter” on the “Address manager”. Or press “a” (dot 1).
2) Press “Space-m (dots 1-3-4)” or “F2” to call up the menu.
3) Press “Space-1” or “Space 4” and move to “Export to CSV”.
4) Press “Enter”. Or press “x (dots 1-3-4-6)”.

Without calling menu, you can directly execute this function by pressing “Backspace-x (Dots 1-3-4-6)”.

#### 6.7.2.2 Structure and Move of “Export to CSV” menu

1. “File name” ECB
2. “Confirm” Button
3. “Cancel” Button
4. “File storage” list

You can move between the controls by pressing “Tab (“Space-4-5”)” or “Shift-Tab (“Space-1-2”)”.

#### 6.7.2.3 How to save as CSV file

In order to save as CSV file, follow these steps:

1) Execute “Address manager”.
2) Press “Space-m (dots 1-3-4)” or “F2” to call up the menu.
3) Press “Space-1” or “Space-4”, move to “Export to CSV”.
4) Press “Enter”. Or press “X (dots 1-3-4-6)”.
5) It shows “File name”.
6) Type the file name.
7) Press “Tab (Space-4-5)”, move to “Confirm”.
8) Press “Enter”.

It will save in the “Flashdisk”.
If you want to cancel this function, press “Tab (Space-4-5)” on “Confirm”.
Move to “Cancel” and press “Enter”. Or press “Space-z (dots 1-3-4-6)”.

#### 6.7.2.4 How to change storage path

In order to change storage path, follow these steps:

1) Execute “Address manager”.
2) Press “Space-m (dots 1-3-4)” or “F2” to call up the menu.
3) Press “Space-1” or “Space-4”, move to “Export to CSV”.
4) Press “Enter”. Or press “x (dots 1-3-4-5)”.
5) It shows “File name”.
6) Press “Tab (Space-4-5)”, move to “File storage” list. It shows “Flashdisk” list.
   · When you want to save folder in “Flashdisk”: Press “Enter” on folder that you want to save in “Flashdisk”.
   · When you want to save folder in external memory: Press “Backspace”, move to disk list. Press “Enter” on the folder that you want to save in external memory.
7) Press “Tab”, move to “Confirm”.

8) Press “Enter” on the “Confirm”. It will be saved in the changed path.

If you want to cancel this function, press “Tab (Space-4-5)” on “Confirm”.
Move to “Cancel” and press “Enter”. Or press “Space-z (dots 1-3-4-6)”.

## 6.8 Synchronizing With Microsoft Outlook

The “address manager” can be synchronized with Microsoft Outlook on your personal computer to help you keep track of your information. Please take the following steps in order to synchronize the Voice Sense with Microsoft Outlook:

1. Download and install “ActiveSync” on to your personal computer.
2. Connect the Voice Sense to your personal computer, using a USB cable.
3. If the “partnership” dialog box opens on your PC after you connect the Voice Sense to your PC, select “yes,” and press the “next” button on your PC.
4. Then, you will be asked for a device name. Type in “VoiceSense” (or whatever you would like to call the Voice Sense)
5. Press the “next” button. Then, the program list dialog box will be displayed on your PC. Click on the “check box” that is located next to “contacts.” Note that the other check boxes should not be checked. Press the “next” button.
6. Then, the synchronization between Microsoft Outlook and the Voice Sense are complete. You can then check the contacts in Microsoft Outlook and the Voice Sense.

## 6.9 Hot Keys in the Address Manager

1. Move keys for moving from field to field in add address or in the “menu”

Move to the previous field or menu item: Up arrow key (Space-1)
Move to the next field or menu item: Down arrow key (Space-4)
Move to the first field or menu item: Ctrl-home (Space-1-2-3)
Move to the last field or menu item: Ctrl-end (Space-4-5-6)

2. Move Keys For Moving From Record To Record in the search result list

Move to a previous field in a record: Space-2
Move to the next field in a record: Space-5
Move to the first field in a record: Home (Space-1-3)
Move to the last field in a record: End (Space-4-6)
Move to the previous record: Space-1 or up arrow key
Move to the next record: Space-4 or down arrow key
Move to the first record: Space-1-2-3
Move to the last record: Space-4-5-6
Move to previous same field different record: Space-3
Move to next same field different record: Space-6

3. Shortcut keys in the “menu”

Add address: l (dots 2-4)
Search address: s (dots 2-3-4)
Modify address: m (dots 1-3-4)
Delete address: d (dots 1-4-5)
Select all: a (dot 1)
Save as a file: t (dots 2-3-4-5)
Backup address list: u (dots 1-3-6)
Restore address list: r (dots 1-2-3-5)
Set backup options: e (dots 1-5)
Set address search fields: o (dots 1-3-5)
Import from CSV: c (dots 1-4)
Export to CSV: x (dots 1-3-4-6)

4. Hot Keys For The Commands

Add address: Enter-i (dots 2-4)
Search address: Enter-s (dots 2-3-4)
Modify address: Enter-m (dots 1-3-4)
Delete address: Space-d (dots 1-4-5)
Print address: Space-p (dots 1-2-3-4)

Select all: Enter-a (dot 1)
Save as a file: Enter-t (dots 2-3-4-5)
Backup address list: Enter-u (dots 1-3-6)
Restore address list: Enter-r (dots 1-2-3-5)
Set backup option: Enter-e (dots 1-5)
Set address search fields: Enter-o (dots 1-3-5)
Import from CSV: Backspace-i (dots 2-4)
Export to CSV: Backspace-x (dots 1-3-4-6)

5. Miscellaneous hot keys

Tab: Space-4-5 or F3
Shift-tab: Space-1-2 or Space-F3
Cancel: Space-e (dots 1-5) or F4
Exit: Space-z (dots 1-3-5-6)

# 7. Schedule Manager

## 7.1 Overview

The “Schedule manager” is a program that is used to manage important information about appointments, anniversaries, and events. The Schedule Manager can also inform you of appointments at a specified time. You can start the “schedule manager” from the “program” menu, by pressing the up or down arrow key (“Space-1” or “Space-4”) to move to “schedule manager.” Then, press “Enter.” Or, you can press “s (dots 2-3-4)” in the “program” menu, which is the shortcut. The “Schedule manager” has two main dialog boxes: “add schedule” and “search schedule.” In “add schedule,” you can enter information about a new appointment. Using “search schedule,” you can look for information about a specific appointment stored in the “schedule manager,” and you can edit or delete the schedule information that is stored.

## 7.2 Starting “Schedule Manager”

If you press “Enter” on “schedule manager,” or press “s (dots 2-3-4)” (which is the shortcut) in the “program” menu, the “find schedule” dialog box will appear, so that you can search stored information. The first thing you will hear is “find date:” followed by the current date. If you want to add new schedule information, press “Space-m (dots 1-3-4)” or “F2” to bring up the menu. Then, select “add schedule,” and then press “Enter.” Or, you can quickly open it by pressing “Enter-I (dots 2-4)” in the “search schedule” dialog box. As in other programs on the Voice Sense, you can use menus and shortcut keys in the “schedule manager.”

## 7.3 Setting time and date

When you use “add schedule,” “search schedule,” or “wakeup call” (which are located in the “utilities” menu), you are asked to set the date and time. The Voice Sense provides you with a consistent interface to enter time and date information in these dialog boxes. So before we start talking about using the “schedule manager” in this section, we should explain how to enter the date and time. When you are asked to enter a date and time, you can either type in the date and time, or select it using shortcut keys, which are outlined at the end of this section. When you type numbers in date/time, you can use either computer Braille (without a number sign) or regular grade 1 Braille (with or without a number sign). When entering time, use “hh mm” format, two digits for the hour, and two digits for the minute. For example, use “10 05” to enter 5 minutes past 10. You can use a dash (-) or slash (/) to separate the hour field and minute field, but not a colon (:). You can enter a date in “mm dd yyyy” format, which uses two digits for the month, two digits for the day, and four digits for the year, as in “09 01 2004” to enter September 01, 2004. Again, you can use a space, dash (-), or slash (/) to separate the month, day, and year. To set the date and time with shortcut keys, you can use the following commands.

1. Date setting keys
   Move to the next day: Space-6
   Move to the previous day: Space-3
   Move to the next week: Space-5
   Move to the previous week: Space-2
   Move to the next month: Space-4
   Move to the previous month: Space-1
   Move to the next year: Space-5-6
   Move to the previous year: Space-2-3
2. Time setting keys
   Move to 1 hour after: Space-4
   Move to 1 hour before: Space-1
   Move to 10 minutes after: Space-5
   Move to 10 minutes before: Space-2

Move to 1 minute after: Space-6
Move to 1 minute before: Space-3

## 7.4 Adding a Schedule

To add a new appointment, press “Space-m (dots 1-3-4)” or “F2” to bring up the menu. Select “add schedule,” and press “Enter,” or press “Enter-I (dots 2-4)” in the “search schedule” dialog box. The “add schedule” dialog box has a set of input fields, a “confirm” button, and a “cancel” button. The input fields are “start date,” “start time,” “end date,” “end time,” “subject,” “location,” “memo,” “alarm time,” and “set recurrence schedule.” Among the input fields, you can move from one field to the next by pressing “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”).” For the “subject” and “memo” fields, you can type in text, and for the “start date”, “end date”, “start time”, “end time” fields, you can either type in a date/time, or select it using shortcut keys. If you press “Enter” on the “confirm” button, the schedule information will be saved. If you press “Enter” on “cancel” button, the entry will not be saved.

### 7.4.1 Start date

When you start “add schedule”, the “Start date” edit box is displayed first. If you want to use this date, just press “tab (Space-4-5)” to move to the next field. If you want to enter a new date, you want to type month/day/year in this order. After you have entered the date, you should then press “tab (Space-4-5)” to move to the next field. If you press “Enter” by accident right after filling in this field, you will get the message, “no subject,” and then the focus moves to the “subject” field.

Note: “Start date” varies following 2 cases.

1. If you try to add schedule that has not been performed the search mode in schedule manager, the default of “Start date” is set to the date based on current system.

2. If you try to add schedule that has been performed the search mode in schedule manager, the default of “Start date” is set to the date which has been searched by specific date.

Note: Above 2 cases only apply if you search by “date” in schedule manager. If you search by “subject”, the default of “Start date” is set to the date based on current system.

### 7.4.2 Start time

“Start time” is the second field in the “add schedule” dialog box. Here you can set the time when your appointment starts. By default, this field shows the current time, which can be changed in the “set time and date” in the “utilities” program. If you set the time format as “12 hour” in this option, the time will be displayed in “am/pm” format. Otherwise, the time will be displayed in 24 hour format. If you have set the time format to “12 hour,” you will want to press “Space-x (dot 1-3-4-6)” to change between am and pm. After you have entered the time, press the “tab (Space-4-5)” to move to the next field. If you press “Enter” by accident right after entering this field, you will get the message, “no subject,” and then the focus will move to the “subject” field.

### 7.4.3 End date

The “End date” is the third field in the “add schedule” dialog box, and here you can set the date when the appointment ends. By default, the same date as the date you set in the “start date” field is displayed. If you want to use this date, you can press “tab (Space-4-5)” to move to the next field. If you want to enter a new date, you should type month/day/year in this order. After you have changed the date, you can press “tab (Space-4-5)” to move to the next field. If you press “Enter” by accident right after entering the date, you will get the message, “no subject,” and the focus will move to the “subject” field.

### 7.4.4 End time

“End time” is the fourth field in the “add schedule” dialog box. Here you can set the time when the appointment ends. By default, the same time as the time you set in the “start time” field is displayed. If you want to change the time, type the time as you would in the “start time.” After setting the time, press “tab (Space-4-5)” to move to the next field. If you press “Enter” by accident right after entering the time, you will get the message, “no subject,” and then the focus moves to the “subject” field.

### 7.4.5 Subject

“Subject” is the fifth field where you can type in the subject of an appointment. If you do not enter anything in this field, you will not be able to save the record. If you press “Enter” after typing in the subject, the record will be saved, leaving the “location” and “memo” field empty, and the “alarm time” field set to its default value (“time of appointment”). If you want to move to the next field, press “tab (“Space-4-5”),” instead of “Enter.”

### 7.4.6 Location

In the “Location” field, you can type appointed location. If you press “Enter” after typing in the location, the record will be saved, leaving the “memo” field empty, and the “alarm time” field set to its default value (“time of appointment”). If you want to move to the next field, press “tab (“Space-4-5”),” instead of “Enter.”

### 7.4.7 Memo

In the “Memo” field, you can enter detailed information about an appointment. Here, you can type in more than one line. You can use most of the editing commands that are used in the “word processor.” Press “Enter” to enter information on a new line. You can leave this

field blank if you want to. After you finish writing the information, you can press “tab (“Space-4-5”)” to move to the next field.

### 7.4.8 Alarm Time

The “alarm time” function allows you to set the time when you will be notified about an appointment. The alarm is set relative to the appointment time. For example, you may want the alarm to sound 30 minutes before your appointment, so that you are not late. The default value for this field is set to “time of appointment.” This means that the alarm will sound at the same time as you have set for your appointment. You can set the time in the same way as when you set the appointment time.
The time can be set anywhere from one minute to forty-seven hours. To set the time with shortcut keys, you can use the following commands.

1. Time setting keys
   Move to 1 hour after: Space-4
   Move to 1 hour before: Space-1
   Move to 10 minutes after: Space-5
   Move to 10 minutes before: Space-2
   Move to 1 minute after: Space-6
Move to 1 minute before: Space-3

If you attempt to set the time to 0, the Voice Sense will display the message, “time of appointment.” If you do not want to set an alarm, press “Space-1” when “alarm time” is set to “time of appointment.” Then, “alarm off” will be displayed, and the alarm for this appointment will be turned off. After setting the “alarm time,” save this appointment by pressing “Enter,” or by pressing “tab (“Space-4-5”)” to move to the “confirm” button, and press “Enter.” If you have set the “alarm time,” it will go off at the specified time even if the Voice Sense is turned off. If you want to stop the alarm, press “Backspace-Enter.”

### 7.4.9 Setting a recurring Schedule

You can set this option when the schedule you are creating currently recurs periodically. If you clear this check box, the schedule will be set to occurring once. You can check or uncheck this option by pressing “Space.” That is, if you press “Space” when this box is checked, it will be unchecked, and if you press “Space” when this box is unchecked, it will be checked. If you have unchecked this, just press “Enter”, or press “tab (Space-4-5)” repeatedly to move to the “confirm” button and press “Enter”, to save the schedule. If you want to set recurrence schedule, you should press “Space” and then press “tab (Space-4-5)” or “Enter” to move to the combo box where you can set the recurrence pattern. In this combo box, you can select one of “daily”, “weekly”, “monthly” and “yearly.” We will discuss these options in more detail in the next section.

#### 7.4.9.1 Daily

If you select “daily,” and press “tab (Space-4-5),” the focus will move to “recurring interval of day” edit box. Here, you can enter the number of days after which the appointment recurs. You can type a number between 1 and 999. If you enter 1, the appointment recurs every day, and if you enter 2, it recurs every other day. One thing you have to be careful when you use this is that the difference between the starting and end date should be shorter than the recurring interval value. For example, suppose that the appointment starts at 09:00, Feb. 1, 2006, and ends at 12:00, Feb. 2, 2006. If you set the recurring interval to 1, you will get an error message “The appointment duration should be shorter than the recurring interval.” This is because it is logically impossible that the appointment duration is 27 hours, and the appointment recurs 24 hours. This rule is applied in the same way when you set weekly, monthly, or yearly recurring appoints. If you press “tab (Space-4-5)” after setting the recurring interval, the “recurrence end date” check box appears. By default, it’s unchecked, which indicates that there is no apparent end date when the recurrence will stop. If you check this box by pressing “Space,” and press “tab (Space-4-5),” the focus will move to the edit combo box

that asks for the end date. Enter the date when the recurrence will stop. ‘You can directly type the date or you can set the date as described in “7.3 Setting date/time”. Once you set the date, press “tab (Space-4-5)” to move to the “confirm” button.

#### 7.4.9.2 Weekly

After you set the “recurrence” to weekly, press “tab (Space-4-5)” to move to the “recurring interval” edit box. Here you can set after how many weeks the appointment will recur. You can type a number between 1 and 999. If you set it to 1, the appointment will recur every week, and if you set it to 2, it will recur every other week. The restriction on the recurring interval as in “daily” is applied to “weekly.” If the recurring interval is one week, the appointment duration should be shorter than one week. Otherwise, you will get an error message, “The appointment duration should be shorter than the recurring interval.” If you press “tab (Space-4-5)” after entering the recurring interval, the focus will move to a list box where you can select the day of the week on which the appointment recurs. You can move between the items in the list box, by pressing “Space-1” or “Space-4.” To select or unselect the current item, press “Space”. You can make more than one selection. If you don’t select any day, it will be set to the today’s day of the week. Press “tab (Space-4-5)” after selecting the days of the week when the appointments recur. Then the focus will move to “set recurrence end date” check box.

#### 7.4.9.3 Monthly

If you press “tab (Space-4-5)” after setting the “recurrence to monthly,” the focus will move to the “recurring type” combo box. Here, you can set the recurring type as “date” or “day of the week.” To move between the two options, you can use “Space-1” or “Space-4.” “date” is used when you want to set an appointment recurring on the same day of a month, for example, on the 17$^{th}$ of every month, or every other month. On the other hand, “day of the week” is used

when you want to set an appointment recurring on the same week and the day of the week of a month, for example, on Wednesday of the second week of every month. After selecting the “recurring type,” press “tab (Space-4-5)” to move to the “recurring interval.” In this field, you set after how many months the appointment will recur. You can type a number between 1 and 999. If you press “tab (Space-4-5)” after setting “recurring interval,” different fields will be shown depending on what you have selected in “recurring type.” If you set the “recurring type” to “date,” an edit box will be shown, where you can type the day of the month when the appointment recurs. By default the date set in the “start date” is shown. You can type a number between 1 and 31. If you press “tab (Space-4-5)” after setting this, the focus will move to “recurrence end date” and you can set the date. If you have set the “recurring type” to “day of the week,” you will be asked the “recurring week” first. You can set this to “first week,” “second week,” “third week,” “fourth week” or “last week.” This is for setting the week of a month when the appointment recurs. Here if you press “tab (Space-4-5),” the focus will move to a combo box where you can select the day of the week when the appointment recurs. Since you can select only one of the 7 days, the one shown currently is the selected day. If you press “tab (Space-4-5)” here, the focus will move to the “recurrence end date” check box, and you can set it.

#### 7.4.9.4 Yearly

If you set the “recurrence” to “yearly,” press “tab (Space-4-5)” to move to the “recurring type” combo box. You can select either “date” or “day of the week,” and you can move between them by pressing “Space-1” or “Space-4.” If you set the “recurring type” to “date,” you can set the month and the day of the month when the appointment recurs. If you set it to “day of the week,” you can set the month, the week, and the day of the week when the appointment recurs every year. If you press “tab (Space-4-5)” after setting “recurring type,” the focus will move to the “month for recurrence” combo box. You can select one of the 12 months by pressing “Space-1” or “Space-4.” If

you press “tab (Space-4-5)” here, the focus will move to different fields, depending on what you have set the “recurring type” to. If you have set the “recurring type” to “date,” the focus moves to “day for recurrence” edit box. You can type a number between 1 and 31 here. If you press “tab (Space-4-5)” here, the focus will move to “the recurring end date” check box, using the same way as described in 7.4.9.1. If you have set the “recurring type” to “day of the week,” you have to set “recurring week” and “day of week for recurrence.”

### 7.4.10 Confirm

If you press “Enter” on the “confirm” button, the appointment will be saved, and the “add schedule” dialog box will be closed.

### 7.4.11 Cancel

If you press “Enter” on the “cancel” button, the appointment information you entered will be discarded, and you will be asked to enter information about another appointment. You can also cancel the entry by pressing “Space-e (dots 1-5).”

## 7.5 Search Schedule

“Search schedule” is used for searching Appointments that you have entered before. When you start “schedule manager,” the “search schedule” dialog box will be opened. You can also open this dialog box when you are in the “add schedule” dialog box, by pressing “Enter-s (dots 2-3-4).” Or you can open the menu by pressing “Space-m (dots 1-3-4),” and press “Enter” on “search schedule.”

There are two methods to search for the schedule; “searching with subject” and “searching with date.” With the “searching with subject,” you can find schedule with the keywords in the subject field. With the “searching with date,” you can find schedules with the specified date. In order to toggle the searching mode, press “Space-m (dots 1-3-4)”

or F2 to call up the menu and move to “toggle search mode” and press “Enter.” Or you can execute it by pressing “Enter-f (dots 1-2-4)” without calling up the menu. Every time you press “Enter-f (dots 1-2-4),” the Voice Sense will say “search mode: Date” or “search mode: Subject,” and the searching mode will be toggled.
The latest searching mode will be saved when you will exit the Schedule Manager. So if you execute the Schedule Manager and search any schedule, the latest searching mode will be displayed.

### 7.5.1 Searching with date

It searches the schedule with the date. If it is executed, the Voice Sense will say “find date: (current date).”
If you just press “Enter” here, the appointments occurring today will be searched for. If you want to search for another date, you can type the date in the format “mm/dd/yyyy,” or use the “move by date” hotkeys. If you press “Enter” after entering the date, the appointments occurring on the day will be shown. If there is no appointment on that day, “There is no schedule registered.” will be announced. Otherwise, the first appointment on that day will be announced in the form of “date, time, and subject.” If the appointment lasts for more than one day, “continuous schedule” will be announced. If the appointment recurs, “recurring schedule” will be announced. If you registered more than one appointment for that day, you can move between the appointments on that day by pressing “Space-1” or “Space-4.” If you want to move to the first appointment on a day, you can press “Space-1-3,” and if you want to move to the last appointment on the day, press “Space-4-6.” To move to the appointments on another day, press “Space-2” or “Space-5.” Then, the previous/next appointment occurring within four months will be displayed. If you want to move to the first appointment registered in the schedule manager, press “Space-1-2-3,” and if you want to move to the last appointment registered in the schedule manager, press “Space-4-5-6.” If you want to know more about a registered appointment, press “Enter” on the desired appointment item. Then, if you press “Space-1” or “Space-4,”

you can hear the start date, start time, end date, end time, subject, and memo.

### 7.5.2 Searching with subject

If it is executed, the Voice Sense will say “search subject:” Type in the keywords which you are searching. After you type in the keywords and press “Enter,” then all schedules with the keywords will be displayed. If you press “Enter” without typing in any word in “search subject:” edit box, the Voice Sense will display all schedules in your Voice Sense.

In order to move to the next or previous schedule, press “Space-4” or “Space-1,” respectively. Pressing “Space-1-3” will move to the first item of the schedule list, and pressing “Space-4-6” will move to the last item of the schedule list.

For the recurring appointment and multiple day appointment, the Voice Sense will show the schedules of the first day only, if you search the schedule with subject. For example, if you registered any appointment on January 1, 2007 and made it recur the first day of every month, the Voice Sense will show this schedule on January 1, 2007 only when you search it with “searching with subject.”

If you want to read the schedule in detail, you can press “Enter” at the schedule that you want to read in detail. After you read the schedule in detail and return to the schedule list, press “Space-e (dots 1-5).” And if you want to search with the other keywords, press “tab (Space-4-5)” to move to “search subject” edit box.

## 7.6 Modify Schedule

You can modify an appointment that you have scheduled. First, move to the appointment you want to modify in the find result list. Press “Enter-m (dots 1-3-4).” Or open the menu by pressing “Space-m (dots

1-3-4)” or “F2” and press “Enter” on “modify schedule,” or press the shortcut key “m (dots 1-3-4)” in the menu. Or you can press its hot key, “Enter-m (dots 1-3-4)” in the find result list. If the appointment is a recurring schedule, a prompt, displaying “recurrence appointment. Open type?” will appear. This is asking whether you want to modify the recurring schedule or the schedule for a specific day. If you select “this occurrence,” you will make changes for the appointment of the day, but the recurring appointments on other days will not be changed. If you select “the series,” you will make changes for all the recurring appointments of the schedule. If you select “cancel,” “modify schedule” dialog box will not be opened and go back to the previous status. You can select these values by pressing “Space” or “Backspace.” Press “Enter” to open the “modify schedule” dialog box. This dialog box contains the same controls as in the “add schedule” dialog box. The only difference is that each field has the value entered previously. You can make changes in these fields. If you change a recurring schedule, all the instances of the schedule will be changed according to the new values. Once you finish modifying the schedule, the information shown in the find result list will be updated accordingly.

## 7.7 Deleting a Schedule

If you want to delete a schedule, move to the schedule in the find result list. Then, press “Space-m (dots 1-3-4)” to open the menu, and press “Enter” on “delete schedule.” Or you can press its hot key, “Space-d (dots 1-4-5)” in the find result list. If the selected schedule is a recurring schedule, “recurring appointment. Delete type?” will be displayed. This is asking whether you want to delete the recurring schedule, or just the appointment for that day. If you select “this occurrence,” only the appointment on that day will be deleted. If you select “the series,” the recurring schedule itself will be deleted. You cannot select and delete multiple schedules at once. You can delete only the appointment currently focused.

## 7.8 Saving Appointments as a File

You can save appointments stored in “schedule manager” as a document file. In the search results list, press “Enter-t (dots 2-3-4-5),” or call up the menu by pressing “Space-m (dots 1-3-4)” or “F2,” and then select “save schedule as file,” and press “Enter,” or press “t (dots 2-3-4-5)” in the menu. Then, the Voice Sense will ask you to specify the beginning and end date of the appointments to be saved just like it did in “print schedule.” After setting the beginning and end dates, press “Enter” or “tab (“Space-4-5”),” and the “file save” dialog box will be displayed to prompt you to enter the name and the format of the file to be saved. This dialog box is the same as the “save as” dialog box in the “word processor.”

## 7.9 Backing Up and Restoring Your Appointments

### 7.9.1 Backup Schedule

If a cold reset occurs, or if your battery goes dead, all of the data in the schedule manager will be lost. So, it is very important to make a backup file every time you change your schedule. To backup your schedule, go to “backup schedule,” open the menu by pressing “Space-m (dots 1-3-4)” or “F2.” Then, use the up and down arrow keys (“Space-1” or “Space-4”), and find “backup schedule.” Then, press “Enter.” You can also press “u (dots 1-3-6)” while you are in the menu to get to “backup schedule.” Or, you can press “Enter-u (dots 1-3-6)” to activate this function without calling up the menu.

If you already have a backup file, you will see the message “Backup file already exists. Backup anyway? yes.” If you have made any changes to your schedule, press “Enter” here to create a new backup file. If you want to keep the previous backup file, press “Space-4,” locate “no,” and press “Enter” on it. If you make a backup file again in the schedule manager, you will have a new backup file with the

extension DAT, and you will have another file with the extension BAK (which originated from the previous “schedule.dat.”)

### 7.9.2 Restore Schedule

If you want to restore your schedule after a cold reset, press “Space-m (dots 1-3-4)” or “F2” to call up the menu, and use the up and down arrow keys to find “restore schedule.” Then, press “Enter” on “restore schedule.” Or, you can press “r (dots 1-2-3-5)” while you are in the menu to find “restore schedule.” You can also press “Enter-r (dots 1-2-3-5)” to activate this function, without calling up the menu.

If you activate the "restore schedule" function, and you already have an existing schedule, you will see the message "schedule file already exists. Which do you prefer? append?" If you press “Enter” here, you will have a new schedule with the backup file appended. If you press “Space-4” once and press “Enter” on “overwrite,” you will have a schedule restored from the backup file. For example, let us assume that you have a schedule for days 1 - 3 in your schedule and you have a schedule for days 1 - 5 in your backup file. If you select “append,” you will have a schedule with 8 days. In this case, three days of the schedule could possibly be redundant. If you select “overwrite,” you will have days 1 – 5 from your schedule back-up, and days 1 – 3 of the original schedule will be deleted. If you don't want to “append” or “overwrite,” press “Space-4” once more, locate “cancel,” and press “Enter” on it.

### 7.9.3 Setting Backup Option

To backup your schedule, you can backup your schedule manually by activating the “backup schedule” function. You can also backup the schedule automatically by activating the “set backup option” function. To activate the “set backup option” function, press “Space-m (dots 1-3-4)” or “F2” to open up the menu. Next press “Space-4” or “Space-1” repeatedly to locate “set backup option.” Then, press “Enter” on “set

backup option.” Or, while you are in the menu, you can press “e (dots 1-5)” to jump directly to “set backup option.” You can also activate the “set backup option” function without opening up the menu by pressing “Enter-e (dots 1-5).”

If you activate this function, you will see a dialog box. The dialog box has three controls, “backup mode” radio button, a “confirm” button, and a “cancel” button. You can switch between controls by pressing “tab (Space-4-5)” or “shift-tab (Space-1-2).” To move between the radio buttons, you can press “Space-1,” “Backspace,” “Space-4,” or “Space.”

The “backup mode” has three radio buttons: “always backup changes when exiting,” “manual backup,” and “prompt backup changes when exiting.”

1. If you select the “always backup changes when exiting,” a new backup file will be created automatically if you have modified your schedule or added other information before exiting the schedule manager.
2. If you select the “manual backup,” a new backup file will not be created, even though there have been changes made to your schedule. If you select this option, you can only make a new backup file by using the "backup schedule" menu.
3. If you select “prompt backup changes when exiting,” you will see the message “backup changes? yes” if you have modified your schedule or added other information before exiting the schedule manager. If you press “Enter” on “yes,” a new backup file will be created, and you will exit the schedule manager. If you press “Space-4” once, and press “Enter” on “no,” you will exit the schedule manager, and a new backup file will not be created.

You can change the backup mode if you press “Enter” after focusing on one of the three radio buttons. Or, press “tab (Space-4-5), and

press “Enter” on “confirm.” The default backup mode is set to “prompt backup changes when exiting.”

## 7.10 Setting Alarm Option

You can open the “set alarm options” dialog box by pressing “Enter-o (dots 1-3-5),” or by pressing “Enter” on “set alarm options” in the menu by pressing “Space-m (dots 1-3-4)” or “F2” in the “schedule manager.” This dialog box has a list of alarm option fields, a “confirm” button, and a “cancel” button. Alarm option fields include “alarm duration,” “alarm repeat interval” and “repeat.” You can move between these fields by pressing “Space-1” or “Space-4.” You can access the “confirm” and “cancel” buttons by pressing “tab (“Space-dots 4-5”)” or “shift-tab (“Space-dots 1-2”).”

### 7.10.1 Alarm Duration

With this option, you can change the duration of the alarm sound. You can set this option to a value that is between 5 and 600 seconds. The default value is set to 30 seconds. You should enter the number in computer Braille or regular grade 1 Braille, without a number sign. Press “Enter” to save the changes, and exit from the dialog box. If you want to set the “alarm repeat interval” in the next field, you should press “Space-4” to move to it.

### 7.10.2 Alarm Repeat Interval Time

When the alarm goes off, if you do not stop it by pressing “Backspace-Enter,” the Voice Sense will keep giving you a notice about the appointment after a specified time interval. The “alarm repeat interval” option allows you to change this interval. You can set the value anywhere from 1 to 60 minutes, and the default value is set to 5 minutes. When you want to change the value, type in a number between 1 and 60 in computer Braille, or regular grade 1 Braille. You can type these numbers without a number sign. After entering the

number, press “Enter” to save the changes, and exit from the dialog box. Or, if you press “tab (“Space-4-5”)”, the Voice Sense will move to the “repeat” edit box.

### 7.10.3 Repetition Times

The alarm will make a sound as the amount of time that you changed the alarm duration and it then stops. After a specified time interval, you will hear again the alarm sound.

“Repeat” is a field, which allows you to decide how many times the alarm will sound. You can set the value from 1 time to 10 times, and the default value is set to 3 times. To change the value, you type in a number between 1 and 10. After entering the number, you press “tab (Space-4-5),” and press “Enter” on the “confirm” button.

Or, if you press “Enter” on the “repeat” edit box, the changed options will be saved, and the dialog box will be closed.

An alarm will repeat according to the number of times that you set for this option and will then stop automatically. If the Voice Sense is connected to the SyncBraille, the date and title of the alarm will be displayed on the SyncBraille.

### 7.10.4 Confirm

By pressing “Enter” on the “confirm” button, you will save the changed settings, and close the “alarm option setting” dialog box.

### 7.10.5 Cancel

If you press “Enter” on the “cancel” button, or press “Space-e (dots 1-5)” or “Space-z (dots 1-3-5-6),” the previous option settings will be restored and “set alarm option” dialog box will be closed.

## 7.11 Synchronizing With Microsoft Outlook

The “schedule manager” can be synchronized with Microsoft Outlook on your personal computer to help you keep track of your appointments. You should take the following steps in order to synchronize the Voice Sense with Microsoft Outlook:

1. Download and install “ActiveSync” on to your personal computer.
2. Connect the Voice Sense to your personal computer, using a USB cable.
3. If the “partnership” dialog box opens on your PC after you connect the Voice Sense to your PC, select “yes,” and press the “next” button on your PC.
4. Then, you will be asked for a device name. Type in “VoiceSense” (or whatever you would like to call the Voice Sense).
5. Press the “next” button. Then, the program list dialog box will be displayed on your PC. Click on the “check box” that is located next to “calendar.” Note that the other check boxes should not be checked. Press the “next” button.
6. Then, the synchronization between Microsoft Outlook and the Voice Sense is complete. Please check the contacts in Microsoft Outlook and the Voice Sense.

## 7.12 Hot Keys for the Schedule Manager

1. Add Schedule
   Move between fields
   Move to the next field: Tab (Space-4-5) or F2
   Move to the previous field: Shift-tab (Space-1-2) or Space-F3

2. Hot keys for the Commands
   Search schedule: Enter-s (dots 2-3-4)
   Alarm option: Enter-o (dots 1-3-5)
   Backup schedule: Enter-u (dots 1-3-6)
   Restore schedule: Enter-r (dots 1-2-3-5)

Setting backup option: Enter-e (dots 1-5)
Exit: Space-z (dots 1-3-5-6)

3. Search schedule
   Hot keys for the commands
   Add schedule: Enter-I (dots 2-4)
   Alarm option: Enter-o (dots 1-3-5)
   Backup schedule: Enter-u (dots 1-3-6)
   Restore schedule: Enter-r (dots 1-2-3-5)
   Set backup option: Enter-e (dots 1-5)
   Toggle search mode: Enter-f (dots 1-2-4)
   Exit: Space-z (dots 1-3-5-6)

4. Move keys in the search result list
   1) Move from a appointment to another in the schedule list:
      Move to the previous a in the same day: up arrow key (Space-1)
      Move to the next appointment in the same day: down arrow key (Space-4)
      Move to the first appointment in the same day: Space-1-3
      Move to the last appointment in the same day: Space-4-6
   2) Move from one appointment to another in all the appointments registered:
      Move to the previous schedule: Space-2
      Move to the next schedule: Space-5
      Move to the first schedule: Space-2-3 or Space-1-2-3
      Move to the last schedule: Space-5-6 or Space-4-5-6
   3) Hot keys for the commands:
      Add schedule: Enter-i (dots 2-4)
      Modify schedule: Enter-m (dots 1-3-4)
      Delete schedule: Space-d (dots 1-4-5)
      Alarm option: Enter-o (dots 1-3-5)
      Backup schedule: Enter-u (dots 1-3-6)
      Restore schedule: Enter-r (dots 1-2-3-5)
      Set backup option: Enter-e (dots 1-5)

Save schedule as file: Enter-t (dots 2-3-4-5)

5. Cancel / Exit
   1) Cancel: Space-e (dots 1-5)
      It cancels the current job or setting like the “esc” key on a personal computer.
   2) Exit: Space-z (dots 1-3-5-6)
      Exit from the schedule manager. It can be used as cancel key for any function.

# 8. E-mail

The e-mail program is used to communicate with others using the Internet. In order to use the e-mail program, you must have your own e-mail account, which has been provided to you by your Internet service provider.

The e-mail account that you have should support POP3 (Post Office Protocol 3) and SMTP (Simple Mail Transfer Protocol). You should check with your Internet service provider to make sure that your provider supports POP3 and SMTP.

Before you use the e-mail program, you will need to setup the Voice Sense to use the Internet, which is in the “Utilities” menu.

In order to set the “Internet”, follow these steps:

1) Press “Enter” on the “Utilities” program.
2) Move to “Internet setup” and Press “Enter”. Or press “I(dots 2-4)”.
3) In “Setup internet,” you will find “Wireless LAN”, “LAN,” “Modem,” “ADSL” and “Bluetooth DUN”.
4) You can move between the items by pressing “Space-4” or “Space-1.”
5) Press “Enter” on the item that you want to connect.
6) Connect to Internet through setting proceed.

When checking the “inbox” in the email program, the menus are different from the menus that are used when you are writing an email. You should read this chapter carefully, before you use the e-mail program on the Voice Sense.

## 8.1 Executing E-mail and E-mail service management

To use the e-mail program, you have to register your e-mail service information. The following is a detailed explanation of how to execute e-mail, how to register e-mail service information, how to check e-mail service information, how to modify e-mail service information and how to delete e-mail service information.

### 8.1.1 Executing e-mail

In order to execute e-mail, follow these steps:

1. Move to the “E-mail” in program menu, pressing “Space-1” and “Space-4”.
2. Press “Enter” on the “E-mail” or press “E (dots 1-5)”.

When you launch the e-mail program for the first time, the Voice Sense will say “You must create at least 1 mail account from the accounts manager in the Tools menu.” Then, the “inbox” will be opened. The “inbox” is the main window of the E-mail program. When you run the e-mail program for the first time, this “inbox” is empty and the Voice Sense displays “no items.”

Press “Shift-Tab (Space-1-2)”. It shows mailbox lists of e-mail.

Mailbox lists
1. Inbox: It is stored received mail.
2. Sent: It is stored sent mail, after sending mail successful
3. Outbox: It is stored outbox, when user saves mail in “Outbox” or sending mail fails.

By pressing “Space-1” and “Space-4”, you can move between mailbox lists.

If there are any e-mail messages that the Voice Sense has already received, “Opening inbox...” will be announced in voice and on the LCD display; however, “xx% processed” will be displayed on the Braille display. Once progress has reached100%, the “inbox” will be opened and it will show the received e-mail in the list. Move to “Sent” or “Outbox”, and press “Enter”. If there are any e-mail messages in “Sent” or “Outbox”, it shows e-mil lists like the “inbox”.

### 8.1.2 Management e-mail service information

In “Accounts manager”, you can manage e-mail service information.

To execute e-mail service, follow these steps:

1) Press “Space-M (dots 1-3-4) to call up the menu in “Inbox” mail list.
2) Pressing “Space-4”, move to “Tools”. Press “Enter” on “Tools”. Or press “T (dots 2-3-4-5)”.
3) It shows “Accounts manager”.
4) Press “Enter”.
5) It shows “Account name: no items”. Without calling up menu, you can also move to this menu by pressing “Enter-m (dots 1-3-4).”

The “Accounts manager” contains the following 6 items.

1. Service list
2. Information
3. Add
4. Modify
5. Delete
6. Close

You can move among these items by pressing “tab (Space-4-5)” or “shift-tab (Space-1-2).” You can execute each item by pressing “enter” on the desired item that is displayed.

If you want to exit from the “Accounts manager,” move to the “Close” button, and then press “enter.” Or, press “Space-e (dots 1-5)” or “Space-z (dots 1-3-5-6).” The following is a detailed explanation of each item.

### 8.1.2.1 Registering e-mail service

To receive e-mail, you have to register e-mail service preferentially. In order to register e-mail service, follow these steps:

1) Press “Space-M (dots 1-3-4) to call up the menu.
2) Move to “Tools”, pressing “Space-4”.
3) Press “Enter” on the “Tools” or press “T (dots 2-3-4-5)”.
4) It shows “Service Manger”. Press “Enter”.
5) It shows “Account name: no items”. Without calling up the menu, you can move to this menu by pressing “Enter-M (dots 1-3-4)”.
6) Press “Tab (Space-4-5)”, move to “Add”.
7) Press “Enter” on the “Add” or press “A (dot 1)”.
8) Then, the dialog box will be opened and “Account name:” will be appeared. Type in the “Account name” edit box with the Braille keys. (Ex: Voice Sense)
9) Press “Space-4”, move to “Display name”. Type in the “Display name” edit box with Braille keys. This name will be shown as sender’s name to a receiver.
10) Press “Space-4”, move to “Logon username”. Type in the “Logon username” computer edit box using computer Braille. (Ex: Sense or sense@hims-inc.com)
11) Press “Space-4”, move to “Password”. Type in the “password” computer edit box using computer Braille.
12) Press “Space-4”, move to “E-mail address”. Type in the “E-mail address” computer edit box using computer Braille. (Ex: sense@hims-inc.com)
13) Press “Space-4”, move to “Incoming POP3 server”. Type in the “Incoming POP3 server” computer edit box using computer

Braille. (Ex: mail.hims-inc.com). Check with your Internet service provider or network administrator to find out what you should use as the Incoming POP3 server name.

14) Press “Space-4”, move to “Outgoing smtp server”. Type in the “Outgoing smtp server” computer edit box using computer Braille. Check with your Internet service provider or network administrator to find out what you should use as the Outgoing smtp server name.
15) Press “Tab (Space-4-5)”, move to “Confirm” button.
16) Press “Enter” on the “Confirm” button.
17) Then, the Voice Sense will exit to “Account name list” and show the registered account name (Ex: Account name: Voice Sense1/1).
18) When you finish registering the services, press “Space-z (dots 1-3-5-6)” to exit to the “inbox.”

In order to move from a setting item (Ex: ID, password) to the previous setting item, press “Space-1.” And, in order to move to the “Confirm” button or the “Cancel” button, press “Tab (Space-4-5)” or “Shift-Tab (Space-1-2).”

If you made a typo in an item such as account name, ID, or password, you can correct the type as follows;

1) In order to delete the letter where the cursor is located, press “Space-d (dots 1-4-5).”
2) In order to delete the letter in front of the cursor position, press “Backspace.”
3) In order to delete the current line, press “Backspace-c (dots 1-4)”. Then, the Voice Sense will ask “Delete line: Yes.” If you press “enter,” the selected line will be deleted. If you do not want to delete the current line, press “Space” to change from “Yes” to “No” and press “enter.”

When you need to type using computer Braille to type in your ID, password, and address, please use the following computer Braille:

1. Dot (.”“): dots 4-6
2. At sign (“@”): Press “Space-u” and release it, then press dot 4.
3. Under bar (“_”): dots 4-5-6
4. Dash (“-”): dots 3-6

8.1.2.1.1 Signature and Advanced

While registering your account, you can register signature and set advanced options in “Advanced” menu.

1) Press “Space-M (dots 1-3-4)” to call up the menu.
2) Press “Space-4”, move to “Tools”.
3) Press “Enter” on the “Tools” or press “T (dots 2-3-4-5)”.
4) It shows “Accounts manager” in LCD and Braille display.
5) Press “Enter” on the “Accounts manager”.
6) It shows “Account name”. Without calling up menu, by pressing “Enter-M (dots 1-3-4)” you can move to this menu.
7) Press “Tab (Space-4-5), move to “Add”.
8) Press “Enter” on the “Add” or press “A (dot 1)”.
9) Press “Tab (Space-4-5), move to “Advanced”.
10) Press “Enter” on the “Advanced”.
11) It shows “Use secure POP3 (POP-SSL)”. The default value of this check box is unselect. If the Incoming POP3 server uses the “SSL,” select the check box by pressing “Space.”
12) Press “Space-4” to move to “POP3 port number: 110” by default. Here you can type in another POP3 port number in the computer edit box.
13) Press “Space-4” to move to “Smtp encryption type”. The setting values are “None”, “SSL” and “TLS”. If the type of Outgoing smtp server uses the “SSL” or “TLS”, change the value by pressing “Space.”

14) Press “Space-4” to move to “SMTP port number: 25.” This is also a computer edit box. Here you can type in another SMTP port number.
15) Press “Space-4” to move to “SMTP username.” Here, you can add another SMTP username if your Internet service provider requires you to use a different SMTP username. You should use ASCII to type this in.
16) Press “Space-4” to move to “SMTP password.” You can type in your password that corresponds to the above ID. It should be typed in using ASCII.
17) Press “Space-4” to move to “Use as default send-from account” If you want to use the above new username and password that were set in steps 7 and 8, select the check box by pressing “Space.”
18) Press “Space-4” to move to “Keep mail copies in server”. When you download e-mail from your e-mail server, you can set the Voice Sense to keep e-mail messages on the server or not. Press “Space” to change “Yes” to “No,” and press “enter” if you do not want a copy of the email to remain on the e-mail server.
19) Press “Space-4” to move to “Save mail copies in sent mailbox”. When you send e-mail, you can set the Voice Sense to keep e-mail message in sent mailbox or not. Press “Space” to change “Yes” to “No”, and press “Enter”.
20) Press “Tab (Space-4-5)”, move to “Use signature”. The default value is “No”. If you want to attach your signature in mail, press “Space” to change “Yes” to “No”.
21) Press “Tab (Space-4-5)”, move to “Signature”.
22) Press “Enter” on the “Signature”.
23) It will be appeared “Signature:” multi edit box. You can type your signature in here that you want to use.
24) Press “Tab (Space-4-5)”, move to “Confirm”.
25) Press “Enter” on the “Confirm”.
26) This will save the signature, and you will be returned to the “Signature” button. You can cancel by pressing “enter” on

“Cancel” by pressing “tab (“Space-4-5”)” after typing-in a signature.

27) Press “tab (“Space-4-5”), and press “enter” on “Confirm.”

If you execute like the above, you can use signature when you send an email. And also you can use different server when you send or receive emails.

8.1.2.2 Checking registered service list

The following is the method to check the registered service information:

1) Press “Space-M (dots 1-3-4) to call up the menu.
2) Press “Space-4” move to “Tools”.
3) Press “Enter” on the “Tools” or press “T (dots 2-3-4-5)”
4) It shows “Accounts manager”.
5) Press “Enter” on the “Accounts manager”.
6) Press “Space-4” or “Space-1” to move to the desired service in the service list.
7) If the desired service is displayed, press “Enter”. Or “Tab (Space-4-5)” to move to the “Information”, and then press “enter.”
8) The “Information” dialog box will be opened, and “Account name: (Registered account name)” will be displayed (Ex: account name: Voice Sense).
9) Press “Space-4” or “tab (“Space-4-5”)” and check the registered information for each item. Pressing “enter” on the “Close” will return you to the service list.

You can check all registered information of e-mail service.

The move keys are listed below to move among the items in the dialog box:

Move to the previous item: Space-1
Move to the next item: Space-4
Move to the first item: Space-1-3 or Space-1-2-3
Move to the last item: Space-4-6 or Space-4-5-6
Move to the previous control: Space-1-2
Move to the next control: Space-4-5

If the information displayed exceeds 32 Braille cells, the remaining parts can be checked by pressing the “down scroll button.”

8.1.2.3 Modifying registered service list

The following is the method to modify the registered service information:

1) Press “Space-M (dots 1-3-4) to call up the menu.
2) Press “Space-4” move to “Tools”.
3) Press “Enter” on the “Tools” or press “T (dots 2-3-4-5)”
4) It shows “Accounts manager”.
5) Press “Enter” on the “Accounts manager”.
6) Press “Space-4” or “Space-1” to move to the desired service in the service list.
7) When the desired service is displayed, press “Tab (Space-4-5)” to move to the “Modify”, and then press “Enter.” Or, just press “m (dots 1-3-4).”
8) It shows “Account name”. In this case, it is a “modification,” so the Voice Sense will show you the current information. For example, “Account name: Voice Sense.”
9) The “Modify” dialog box will be opened, and “Account name: (Registered account name)” will be displayed (Ex: Account name: Voice Sense). You can type in here that you want to modify.
10) Press “Space-4”, move to “Display name”. You can type in here that you want to modify.

11) Press “Space-4”, move to “Logon username”. You can type in here that you want to modify.
12) Press “Space-4”, move to “Password”. Using computer Braille, you can type in here that you want to modify.
13) Press “Space-4”, move to “E-mail address”. Using computer Braille, you can type in here that you want to modify.
14) Press “Space-4”, move to “Incoming POP3 server”. Using computer Braille, you can type in here that you want to modify.
15) Press “Space-4”, move to “Outgoing smtp server”. Using computer Braille, you can type in here that you want to modify.
16) Press “Tab (Space4-5)”, move to “Advanced” and press “Enter”. Also you can modify like the above.
17) Press “Tab (Space-4-5), move to “Confirm” and press “Enter”.
18) When the modification is complete, it will return to the “service list.”

You can move among the items (account name, logon username, password…) by pressing “Space-1” or “Space-4”. You can move to the “Confirm” button or the “Cancel” button by pressing “tab (Space-4-5)” or “shift-tab (Space-1-2)”.

On all of the items, the values that were typed in already will be displayed. If you type in new information, the new information will replace the old information. If you want to modify part of an item, press the “cursor routing key” at the desired position and type in the new information.
If you made a typo in an item (account name, logon username, password…), you can modify it using the following process:

1. You can delete the current letter by pressing “Space-d (dots 1-4-5).”
2. Press “Backspace” in order to delete the previous letter.
3. In order to delete the current line, press “BackSpace-1-4.” Then, “Delete line: yes” will be displayed. Press “enter” in order to delete

the line. Otherwise, press “Space” to change from “Yes” to “No,” and then press “enter.”

#### 8.1.2.4 Deleting registered service list

The following is the method to delete the registered service information:

1) Press “Space-M (dots 1-3-4) to call up the menu.
2) Press “Space-4” move to “Tools”.
3) Press “Enter” on the “Tools” or press “T (dots 2-3-4-5)”.
4) It shows “Accounts manager”.
5) Press “Enter” on the “Accounts manager”.
6) Press “Space-4” or “Space-1” to move to the desired service in the service list.
7) When the desired service is displayed, press “Space-d (dots 1-4-5)” or “D (dots 1-4-5).” Or, press “Tab (Space-4-5)” to move to the “Delete”, and then press “Enter.”
8) Then, “Are you sure you want to delete the (Registered account name) service? Yes” will be displayed.
9) Press “enter” in order to delete it.
10) The Voice Sense will delete it, show “Successfully deleted,” and return to the “service list.”

If you want to cancel the deletion, press “Space” when “Are you sure you want to delete the (Registered account name) account? Yes” is displayed in order to change “Yes” to “No,” and then press “enter.” Or, just press “Space-e (dots 1-5)” or “Space-z (dots 1-3-5-6).”

## 8.2 Receiving and Sending E-mail

### 8.2.1 Receiving E-mail

The Voice Sense is capable of receiving plain text email and html email messages.

You can receive e-mail messages by doing the following.

1) Press “Space-M (dots 1-3-4) to call up the menu.
2) Press “Space-4”, move to “Message”.
3) Press “Enter” on the “Message” and press “Enter”. Or press “M (dots 1-3-4)”.
4) It shows “Reply”.
5) Press “Space-4”, move to “Check for new mail”.
6) Press “Enter” on the “Check for new mail”. Or press “N (dots 1-3-4-5)”.
7) Then, you will find “Account name” list. You can move to this dialog box directly by pressing “Enter-n (dots 1-3-4-5).” This dialog box consists of “service list,” a “Confirm”, and a “Cancel”.
8) When “Account name: (registered account name x/x)” is displayed, press “Space-1” or “Space-4” to move to the desired service.
9) Press “enter” when the desired service is displayed, or press “Tab (Space-4-5)” to move to the “Confirm”, and press “enter.”
10) Then the Voice Sense will display “There are xx messages to receive. Now receiving…” “xx/yy mail received;” “Successfully received x out of y message” will be displayed. When the e-mail messages are downloaded from the server, the e-mail list is displayed in the “inbox” (Ex: Subject: (subject of the email received) xx/xx).

If the e-mail size is more than the Voice Sense can handle, it announces “This message is too large to download. Skipping.” and then the Voice Sense will begin downloading the next e-mail message.
If you want to cancel the download, press “Tab (Space-4-5)” to move to the “Cancel”, and press “enter,” or you can press “Space-e (dots 1-5).”

### 8.2.2 Reading the Received E-mail Messages

If you downloaded e-mail from your server, the e-mail messages will be listed in the “inbox.” Each e-mail in the “inbox” has the following items.

1. Subject
2. Date
3. From (Sender)
4. CC
5. Message
6. Attach (this will be displayed only for an e-mail that has an at tached file)

You can move from one item to the next item or previous item by pressing “Tab (Space-4-5)” or “Shift-tab (Space-1-2),” respectively.

#### 8.2.2.1 Subject Control

“Subject” shows the title of the e-mail; “Subject: (subject of the e-mail) xx/yy.” After the subject of the email, you will find “xx/yy,” which shows the number (xx) of the current e-mail out of the total number (yy) of received e-mail messages. For example, “11/21” means that the e-mail is the 11$^{th}$ e-mail out of a total of 21 e-mail messages.

If there is an attached file to the e-mail, “a Subject: (subject of the e-mail) xx/yy” will be displayed. The symbol “a (dot 1)” means that the e-mail has an attached file. It is displayed as “a (dot 1)” on the Braille display, and it is announced as “1 attachment,” which indicates the number of the attached files in voice.

The Voice Sense also indicates which e-mail messages have been read, and which e-mail messages have been unread. E-mail messages that have not yet been read have the “-” sign placed in front of the subject. For example, let’s suppose there is an email with

an attachment that has been unread. It would appear as “-a Subject: (subject of the e-mail) xx/yy.”
You can move from one e-mail message to the next e-mail message when this subject is displayed. You can move by using the following keys;

Move to the next e-mail: Space-4
Move to the previous e-mail: Space-1
Move to the first e-mail in the Inbox: Space-1-2-3 or Space-1-3
Move to the last e-mail in the Inbox: Space-4-5-6 or Space-4-6

#### 8.2.2.2 Date Control

“Date” shows the date and time when the e-mail was received; “Date: (date), (time) xx/yy.” The date is displayed in the following order: day, month, date, and year. The time is displayed in the following order: hour, minute, and second with the 24 hour system. And, “xx/yy” shows the current number of the email out of the total number of e-mail messages received. You can also move from one e-mail message to the next e-mail message when the date is displayed. You can move by using the following keys;

Move to the next e-mail: Space-4
Move to the previous e-mail: Space-1
Move to the first e-mail in the Inbox: Space-1-2-3 or Space-1-3
Move to the last e-mail in the Inbox: Space-4-5-6 or Space-4-6

The Voice Sense also indicates which e-mail messages have been read, and which e-mail messages have been unread. E-mail messages that have not yet been read will have the “-” sign placed in front of the date. For example, let’s suppose there is an email that has been unread. It would appear as “- Date: (date), (time) xx/yy.”

#### 8.2.2.3 Sender Control

“From” shows the sender information; “From: (sender’s e-mail address) xx/yy.” The Voice Sense also indicates which e-mail messages have been read, and which e-mail messages have been unread. E-mail messages that have not yet been read will have the “-” sign placed in front of the sender. For example, let’s suppose there is an email that has been unread. It would appear as “- From: (sender’s e-mail address) xx/yy”

You can save the e-mail id of the sender using the following sequence:

1) Press “Enter-i (dots 2-4)” when “From: (sender’s e-mail address) xx/yy” is displayed.
2) Then, the “add address” dialog box will be opened, and “Name: (sender’s user name or e-mail address)” will be displayed.
3) Type in the sender’s name with your Braille keyboard, or press “tab (Space-4-5)” to move to “Confirm,” and press “enter.”

When you type in the name, you can type it in directly without pressing the cursor key to designate the input position on the Braille cell, if you want to retype the name. But, if you designate a specified position by pressing a corresponding cursor key, you can modify the displayed name. If the address that was typed in is saved, and the dialog box is closed, the Voice Sense will show you the “From” item again.

By saving the e-mail ID using the above method, the name and its e-mail id will be saved in the Voice Sense. The saved e-mail ID can be used to send your message.

If you want to cancel saving the e-mail ID, press “tab (Space-4-5)” to move to the “Cancel” button, and press “enter,” or just press “Space-e (dots 1-5).”

#### 8.2.2.4 CC Control

“CC” shows the carbon copy recipient. This control will be shown if the email has a "CC".
You can save the e-mail id of the carbon copy recipient using the following sequence:

1) Press “Enter-i (dots 2-4)” when “CC: (carbon copy recipient’s e-mail address) xx/yy” is displayed.
2) Then, the “add address” dialog box will be opened, and “Name: (sender’s user name or e-mail address)” will be displayed.
3) Type in the carbon copy recipient’s name with your keyboard, or press “tab (Space-4-5)” to move to “Confirm” and press “enter.”

When you type in the name, you can type it in “Name” edit box directly. If the address that was typed in is saved, and the dialog box is closed, the Voice Sense will show you the “CC” item again.

#### 8.2.2.5 Message Control

“Message” shows the message body of the selected e-mail. You can move to a message by pressing “tab (Space-4-5).” Or, you can read a message by pressing “enter” when “Subject,” “Date,” or “From” is displayed. In case of pressing “enter” on “Subject,” “Date,” “From” controls, you will automatically hear the whole message body, if you want to stop this reading at this time, just press “Backspace-enter.”

If you want to move the “Subject” while reading the message, press “Space-e (dots 1-5)”.
When you read the message, all of the control keys are the same as in the word processor.

#### 8.2.2.6 Attachment Control

You can find and download the attached file at “Attach.” It shows only for the e-mail that has an attached file. “Attach” is displayed in the form of “Attach: (attached file name) xx/yy.” The “yy” is the total number of the attached files to the e-mail and “xx” is the “xxth” attached file.

The following is the procedure to download attachments;

1) Move to the desired file name in “Attach” by pressing “Space-4” or “Space-1.”
2) Press “Space” on the file name that you want to download. Then “*” will be displayed in front of the file name.
3) Press “enter” to download that file. Then “Attachments will be saved to /flashdisk/download. Do you want to change this location? No” will be displayed. Press “enter” in here.

By doing so, the selected file will be saved in the “download” folder in “flashdisk.”

If you have more than one attachment that you want to download, you can press “Enter-a (dot 1).” If you want to download only the attached file that is displayed on the Braille display, just press “enter” without pressing “Space.”

If you want to change the download path,

1) When you download an attached file, if you press “enter” while “Attachments will be saved to /flashdisk/download. Do you want to change this location? Yes” is displayed.
2) Press “Enter”.
3) Then, “no items” will be displayed when the “/flashdisk/download” folder is empty. But, if the folder has a lower level folder, “(folder name) 1/yy” will be displayed. When “Save attachment path” is executed, the Voice Sense will only show the folder. So, if there is no folder in the “download” folder, it will show “no items.”

Move to the desired folder by pressing move keys below:
Move to the upper level folder: Backspace
Move to the previous item: Space-1
Move to the next item: Space-4

4) When you encounter the desired folder, press “Space” to select it, and then press “enter.” If a folder is selected, “*” will be displayed in front of the selected folder.

In this case, if you select a folder, and press “enter,” the attached file will be downloaded into the selected folder and return to the “inbox.”

8.2.2.7 Reading HTML type of e-mail

If you received the html type of e-mail, follow these below steps:

1) You can open it with the Web browser regardless of anywhere of received e-mail by pressing “Backspace-o (dots 1-3-5).”
2) Or after calling menu by pressing “Space-m (dots 1-3-4),” move to “Message” and then press “enter”. You can see menu items of “Message.” Arrow down to the “Open Message In Web Browser” and press “enter” then the Web browser program is launched and you can see html message on the web browser.

If you have links on the html type of e-mail, you can visit linked site by pressing “enter” on it only when your Voice Sense is already connected to internet.

### 8.2.3 Writing e-mail

After executing “E-mail” program, the following is the procedure to write e-mail.

1) Press “Space-M (dots 1-3-4) to call up the menu.
2) It shows “File” menu.
3) Press “Enter” on the “File” menu.
4) It shows “Write new message”.

5) Press “Enter” on the “Write new message”.
6) Then “To:” will be displayed on the Braille display. Pressing “Enter-w (dots 2-4-5-6)” will take you directly to this stage.
7) Press “shift-tab (Space-1-2)” to move to “Account” combo box. Move to account that you want by using “Space-1” or “Space-4.” Press “tab (spac-4-5)” to move to “To:.”
8) Type in the e-mail address of the recipient when “To:” is displayed. Please type in the e-mail address using computer Braille (Ex: sense@hims-inc.com).
9) Next, press “tab (Space-4-5)” to move to “CC:.”
10) Type in the e-mail address of the other recipient using computer Braille. If you do not need to carbon copy a recipient, you can skip to the next step.
11) Press “tab (Space-4-)” to move to “BCC:.”
12) Type in the e-mail address of another recipient using computer Braille. This e-mail address will not be seen by the recipient or the carbon copy recipient. If there is no “hidden recipient,” you can skip to next step.
13) Press “tab (Space-4-5)” to move to “Subject:.”
14) Type in the subject of the e-mail message at “Subject:” You can input the subject in ASCII, Grade 1, or Grade 2. You can change the mode by pressing “Space-g (dots 1-2-4-5).”
15) When you finish typing in the subject, press “tab (Space-4-5)” to move to “Message body:”
16) You can write an e-mail message. The input method and the editing method are the same as the input and editing method used in the word processor. You can also write the message in ASCII, Grade 1, or Grade 2.
17) When you finish writing the e-mail message, press “Space-m (dots 1-3-4)” to call up the “E-mail” menu. Then the “File” menu will be displayed again.
18) Press “enter.”
19) Press “Space-4” to move to “Send.”
20) Press “enter” when “Send” is displayed. You can send mail pressing “Enter-s (dots 2-3-4)”, without calling up the menu.

21) Then, “Sending…” will be displayed, and the e-mail will be sent to the recipients. When the Voice Sense finishes sending e-mail, “Successfully sent new message.” will be displayed. If it fails to send the e-mail, the Voice Sense will display “Unable to sent message.” If this occurs, the e-mail will be saved in the “Outbox.”

If the Voice Sense completed or failed to send the e-mail, it will return to the “Inbox.”

While you execute the above steps, if you want to cancel, press “Space-e (dots 1-5) or “Space-z (dots 1-3-5-6)”. Then it will return to the “Inbox”.

8.2.3.1 Attaching file

While you are writing e-mail, you can attach file.

The following is the procedure to attach a file.

1) While you are writing e-mail, press “Space-m (dots 1-3-4)” to call up the menu. Then, it shows “File” menu.
2) Press “Enter” on the “File” menu.
3) It shows “Attach File”.
4) Press “Enter” on the “Attach File”. It will be opened “File list”. You can attach file pressing “Enter-f (dots 1-2-4)”, without calling up the menu.
5) The default folder for the “file list” is the “upload” folder, which is a sub folder of “flashdisk.” If there are no folders in the “upload” folder of the Voice Sense due to any reason, “no items” will be displayed. In this case, you have to make a folder in the “File manager,” or move to the desired folder with the move keys that are explained below.

   The move keys in the file list are as follows;

Move to the upper level folder: Backspace
Move to previous item: Space-1
Move to next item: Space-4
Move to the beginning of the list: Space-1-2-3
Move to the end of the list: Space-4-5-6

6) Move to the desired file, and press “enter.” If you want to attach more than one file, move to the desired file, and press “Space” repeatedly. Then “*” will be displayed in front of the file names. Press “enter” if you want to attach the selected files.
7) If the selected files are attached, the Voice Sense will announce “xx attached,” and then move to the stage before calling the menu. “xx” is the number of the attached files.

If there are any files attached to an e-mail, the “Attach” item will be displayed after the “Message body” item like the following: “Attach: (attached file name) xx/yy (file size).” “yy” is the total number of attached files, and “xx” means the “xxth” file out of “yy” files. You can move and check the attached files by pressing “Space-1” or “Space-4.” If there is an undesired file in the attached file list, you can delete it from the list by pressing “Space-d (dots 1-4-5).”

If you press “Space-d (dots 1-4-5)”, “Delete (file name)file? Yes” will be displayed. If you press “enter,” this file will be deleted from the attached file list. If you press “Space” to switch from “Yes” to “No,” and then press “enter,” your selection will be cancelled, and the file will remain on the attached file list.

#### 8.2.3.2 Sending E-Mail to Multiple Recipients

You can type in more than one recipient, carbon copy recipient, or hidden recipient. If you type in more than one e-mail address in those items, the same e-mail will be sent to all of them at the same time.

When you input more than one recipient, you should insert a ‘;’ or ‘,’ between the e-mail addresses using the following Braille dots.

Semi-colon (;): Dots 5-6
Comma (,): Dot 6

For example, sense@hims-inc.com;hims@hims-inc.com.

#### 8.2.3.3 Searching the Address List

You can type in the recipient at “To,” “CC,” and “BCC” from the address list without typing in the e-mail address directly.

The following are the steps to search for e-mail addresses:

1) Press “Space-m (dots 1-3-4)” or “F2” to call up the “E-mail” menu at “To,” “CC,” or “BCC.” Then, “File” will be displayed.
2) Press “Enter” on the “File” menu.
3) Press “Space-4” to move to “Lookup Address.”
4) Press “Enter” on “Lookup Address.” Then “Search for address” will be displayed. Pressing “Enter-l (dots 1-2-3)” will take you to this step directly.
5) Type in the last name of the desired recipient at “Search for address,” and then press “enter.” Or, press “tab (Space-4-5)” to move to “Confirm,” and then press “enter.”
6) Then, “xx addresses are found” will be displayed, and the first item of the found addresses is also displayed. Here, “xx” is the number of the found addresses that have the same name in the address list (Ex: HIMS hims@hims-inc.com 1/xx).
7) Press “Space-1” or “Space-4” to move to the desired address, and press “enter” when the desired address is displayed. You can select more than one address by pressing “Space.” When you have chosen the addresses you want, press “enter.”
8) Then, the selected addresses are inserted in “To,” “CC” or “BCC.”

If you press “enter” without typing in the desired name, all of the addresses in your address list will be displayed. If there is no matching address that you want to find, then “No match” will be announced and “Search for address” will be displayed again.

#### 8.2.3.4 Saving E-Mail to the Outbox

There are two kinds of e-mail messages in the “Outbox”.

1. The e-mail that the user saved in “Outbox”.
2. The e-mail that was not sent due to a network error or another reason.

The Menu structure and move of “Save Mail In Outbox” is like below.

1. “File name” ECB
2. “Confirm” Button
3. “Cancel” Button
4. “Storage folder” List

You can move between the menu controls by using “Shift-Tab (Space-1-2)” or “Tab (Space-4-5)”.

The following describes how to save email in outbox:

1) Press “Space-m (dots 1-3-4)” or “F2” after you write the e-mail message. Then, the “File” menu will displayed.
2) Press “enter.”
3) Press “Space-4” to move to “Save Mail In Outbox”.
4) Press “Enter”.
5) Then, the dialog box for save will be opened.
6) “File name: (subject of writing e-mail).txt” will be displayed. You can jump to this stage by pressing “Space-s (dots 2-3-4)”.
7) Press “Enter” on “File name: (subject of writing e-mail).txt,” or press “tab (Space-4-5)” to move to the “Confirm” button.

8) Then, the message will be saved as “(subject of writing e-mail).txt”.
9) If you want to name the e-mail message, type in a file name. The detailed procedure is the same as “Save As” in the Word processor. You can also change the path for saving it.
10) After the Voice Sense saves the e-mail message, it will return to the status it was at before calling the menu.

By following the explanation above, the e-mail message will be saved as “(subject of writing e-mail).txt” in the “flashdisk/email/storagebox.”

If you do not input the subject in the writing e-mail, it will be displayed as “no name” on the “File name.”

If you want to save the file in another folder, and not in “flashdisk/email/storage box,” you will not find the e-mail message when you execute “Send Mail From Outbox.”

While you are typing in a “message,” press “Space-e (dots 1-5)” if you want to cancel writing the e-mail.
1) The Voice Sense will display “Current writing mail. Save? Yes.”
2) If you want to return to the “inbox” without saving the email, press “Space” to change “Yes” to “No,” and then press “Enter.”

If you press “Space-z (dots 1-3-5-6)” instead of “Space-e (dots 1-5)” while you are writing an e-mail message, the Voice Sense will return to the “inbox” without asking whether it will save the message or not.

#### 8.2.3.5 Saving E-Mail as New Name in the “Outbox”

If you save e-mail in “Outbox”, you can save it under a different file name.
This “Save Draft” function will save the email as new name, and place it in the outbox.

The Menu structure and move of “Save Mail In Outbox” is like below.

1. “File name” ECB
2. “Confirm” Button
3. “Cancel” Button
4. “Storage folder” List

You can move between the menu controls by using “Shift-Tab (Space-1-2)” or “Tab (Space-4-5)”.

The following describes how to save e-mail as new name in the “Outbox”:

1) Press “Space-M (dots 1-3-4) to call up the menu.
2) It shows “File” menu.
3) Press “Enter” on the “File menu”.
4) Press “Space-4” move to “Save Draft”.
5) Press “Enter”. Or Without calling the menu, “Space-s (dots 2-3-4)”.
6) The dialog box for save will be opened.
7) It will be displayed “File name: (subject of writing e-mail).txt”.
8) If you want to change file name, type in a file name.
9) Press “Enter”. Or press “Tab (Space-4-5) move to “Confirm” and press “Enter”.

If you want to cancel, press “Tab” on the “Confirm, move to “Cancel”. Or press “Space-z (dots 1-3-5-6) regardless of location.

If you want to change the path for saving it, press “Tab (Space-4-5)” on the “Cancel” move to “Storage folder”. The default folder is in the “flashdisk/email/outbox”.

1. If you want to change folder in “flashdisk”: By pressing “Space”, select folder that you want to save. And press “Enter”.

2. If you want to change folder in external memory: Press “Backspace”, move to “Disk” list. Move to mailboxMove to mailbox that you want to save and press “Space” for selecting folder.

If you want to save the file in another folder, and not in “flashdisk/email/outbox,” you will not find the e-mail message when you execute “Send Mail From Outbox.”

If you execute the “Save Draft” without typing message in “Message body”, it will hear ‘Message body is empty’. And it will return to “Message body” control.

While you are typing in “message body” if you press “Space-z (dots 1-3-5-6)” to cancel writing an e-mail, the Voice Sense will display “Currently writing mail. Save? Yes”. Pressing “Enter”, it will save the e-mail. And it will exit the “E-mail” program.
If you change “No” to “Yes” by pressing “Space” and press “Enter”, it will exit the “E-mail” program without saving the e-mail.

8.2.3.6 Sending E-Mail in “Outbox”

You can send saved e-mail in “outbox” when you saved mail to “Outbox” or you didn’t send mail due to a network error or another reason.

The following describes how to send e-mail In “Outbox”.

1) Execute “E-mail” program.
2) It shows mail list in “Inbox”.
3) Press “Shift-Tab (Space-1-2)”, move to “Mailbox”.
4) Press “Space-1” or “Space-4”, move to “Outbox”.
5) Press “Enter”.
6) It shows mail list in “Outbox”.
7) Press “Space-1” or “Space-4”, move to the mail that you want to send.

· When you want to send all the emails in the list: Press “Enter-a (dot 1).
· When you want to send an email by selection an item by item in the list: Press “Space”.
· When you want to send an email by selection continuously in the list: Press “Enter-b (dots 1-2). It shows “Start selection”. Move to the mail that you want to send.
For example, when you send 5 mail in 10 mail lists, press “Enter-b (dots 1-2)” from the first list of mail. And press “Space-4”, move to the 5th mail.

8) Press “Space-m (dots 1-3-4)” or “F2” to call up the menu.
9) Press “Enter” on the “File” menu.
10) Press “Space-1” or “Space-4”, move to “Send” menu.
11) Press “Enter” on the “Send” menu.
12) It will execute sending mail.

Without calling the menu, press “Enter-s (dots 2-3-4)” on the mail that you want to send of mail lists of the “Outbox”.
After sending the mail of the “Outbox”, there is no the mail in “Outbox”. The mail will move to “Sent item”. Then, the Voice Sense will return to “inbox.”

### 8.2.3.7 Setting Default E-mail account

You can set default e-mail account when you registered two or more e-mail accounts in Voice Sense.

The following describes how to set default e-mail account.

1) Execute “E-mail” program.
2) Press “Space-m (dots 1-3-4)” to call up the menu in mailboxes except “Outbox”.
3) Press “Space-4”, move to “Tools”.
4) Press “Enter” on the “Tools menu” or press “T (dots 2-3-4-5)”.
5) It shows the “Accounts manager”.
6) Press “Enter” on the “Accounts manager”.

7) It shows “Account name” lists.
8) Press “Space-1” or “Space-4”, move to the e-mail account that you want to set the default account.
9) Press “Tab (Space-4-5)”, move to “Add”.
10) Press “Enter” on the “Add” or press “A (dot 1)”.
11) Press “Tab (Space-4-5)”, move to “Advanced”.
12) Press “Enter” on the “Advanced”.
13) It shows the “Use secure POP3 (POP-SSL)”.
14) Press “Space-4”, move to “Use as default send-from account”.
15) By pressing “Space”, you can change “SCHB” to “UCHB”.
16) Press “Tab (Space-4-5)”, move to “Confirm” and press “Enter”.
17) It will return to the “Advanced”.
18) Press “Tab (Space-4-5)”, move to “Confirm” and press “Enter”.
19) It will move to account name list With “Successfully modified service” message.

It shows “default” on the LCD and Braille display next to the default account.

## 8.3 Major features of E-mail

### 8.3.1 Deleting E-mail

You can delete e-mail. You can delete an e-mail message that you have selected, or, more than one e-mail by selecting each of them individually.

#### 8.3.1.1 Deleting an e-mail

You can delete an e-mail in the mailbox by following the steps below;

1) Press “Space-1” or “Space-4” to move to the “Subject” of the e-mail that you want to delete.

2) Press “Space-d (dots 1-4-5)”.
3) Then it shows “Delete (subject of the selected e-mail) mail? Yes”.
4) Press “Enter” if you want to delete the e-mail.

If you want to cancel it, press “Space” to change “Yes” to “No” on the “Delete (subject to the selected e-mail) mail?”. And Press “Enter”.

By pressing “Space-e (dots 1-5)” or “Space-z (dots 1-3-5-6)”, you can cancel deleting e-mail.

#### 8.3.1.2 Deleting Multiple E-mail Messages

If you want to delete two or more e-mail, delete the e-mail messages using the following steps:

1) Press “Space-1” or “Space-4” to move to the e-mail “Subject” that you want to delete. You can select it in “Date control,” too.
2) Press “Space” on the e-mail that you want to delete.
3) It shows “*” in front of the selected e-mail subject on Braille display. And it shows “selected Subject: (subject to the selected e-mail) xx/yy” on the LCD.
4) Move to the other e-mail that you want to delete by pressing “Space-4” or “Space-1.” Then, press “Space.”
5) Once you finish selecting all of the e-mail you want to delete, press “Space-d (dots 1-4-5)”.
6) It shows “Delete xx mail? Yes”. “Xx” is the total number of deleting e-mail.
7) Press “Enter”.

If you want to cancel this function, press “Space” to change “No” on the “Delete xx message? Yes”. Press “Enter”.

Or you can cancel it by pressing “Space-e (dots 1-5)” or “Space-z (dots 1-3-5-6)”.

#### 8.3.1.3 Deleting E-Mail by Making a Selection

If you want to delete multiple e-mails by designating a selection, you can delete them as follows:

1) Press “Enter-a (dot 1)” on the “Subject” or “Date” control.
2) Then, all of the e-mail will be selected.
3) It shows “*” in front of all of the e-mail on the Braille display.
4) Press “Space-d (dots 1-4-5)”.
5) It shows the “Delete xx message? Yes”. “Xx” is the total number of deleting e-mail.
6) Press “Enter”.
7) All of the selected e-mail will be deleted.

If you want to delete the successive e-mail, you can delete them using the following steps:

1) Press “Enter-b (dots 1-2)” on the first e-mail where you want to start the selection.
2) Press “Space-4” to move to the last e-mail that you want to delete.
3) Press “Space-d (dots 1-4-5).”
4) It will “Delete xx message? Yes”. “Xx” is the total number of deleting e-mail.
5) Press “Enter”.

You can Press “Enter-b (dots 1-2)” which will make the selection. In front of the e-mail subjects selected, “*” will be attached.

If you have pressed “Enter-a (dot 1)” or “Enter-b (dots 1-2),” but you want to cancel it, press “Space” to change “No” on the “Delete xx message? Yes”. And press “Enter.”

Or you can cancel it by pressing “Space-e (dots 1-5)” or “Space-z (dots 1-3-5-6)”.

### 8.3.2 Reply And Reply All to a Received E-Mail

When you reply to an email that was received, you can edit or add a message to the original message or add another recipient. For example, you can reply to an e-mail message that you previously received in your “inbox.” Let’s demonstrate with an example. Suppose you received an email that had the following information:

Sender’s e-mail address: hims@hims-inc.com
Subject of the e-mail: Welcome to HIMS

You could reply to this e-mail by completing the following steps:

1) Press “Space-m (dots 1-3-4)” or “F2” to call up the menu when you are in “Subject,” “Date,” or “Message” of the “Inbox”.
2) It shows the “File”.
3) Press “Space-4” to move to the “Message”.
4) Press “Enter.”
5) It shows “Reply”.
6) Press “Enter” on the “Reply.”
7) It shows “Message body”.
8) You can find the original message body of the received email; “–--- Original Message –---” followed by the received email message. You can get to this stage by pressing “Enter-r (dots 1-2-3-5)”.
9) Press “Shift-Tab (Space-1-2)” to move to “Subject,” “BCC”,” “CC,” and “To.”
10) At “Subject,” it shows “Subject: Re: Welcome to HIMS”. And, at “To,” it shows “To: hims@hims-inc.com”.
11) Press “Tab (Space-4-5)” to move to “Message body.”
12) Type in the “Message body” that you want to add or edit.
13) Press “Enter-s (Dots 2-3-4) to send the e-mail.

When you reply the e-mail, after you press “Enter-r (dots 1-2-3-5),” you can add recipient or attach file as well as write an e-mail.

If you want to add another e-mail recipient, press the “cursor routing key” that is located at the position where you want to add the recipient, and type in the new e-mail address. Use computer Braille when typing in this information.

You can also save the e-mail that you are writing as a reply. It will be saved in the “Outbox”.

You can reply to an email by using “Reply To All,” as well as “Reply.” Pressing “Reply” will send en e-mail to only the original sender. Pressing “Reply To All” will send an email back to the original sender as well as all other recipients to the original email. However, “Reply To All” will not send an email to you, even though you were a recipient of the original email.

To activate the “Reply To All” function,

1) Press “Space-m (dots 1-3-4)” or “F2” to call up the menu.
2) It shows the “File”.
3) Press “Space-4”, move to the “Message”.
4) Press “Enter” on the “Message”.
5) It shows the “Reply”.
6) Press “Space-4”, move to “Reply To All”.
7) Press “Enter” on the “Reply To All”. You can activate the “Reply To All” function without calling up the menu by pressing “Backspace-r (dots 1-2-3-5).”
8) It shows “To: (all email addresses of the original sender and the original recipients)”
9) Then, you can use the same steps to send a message as you would when using the “Reply” function.

### 8.3.3 Forwarding a Received E-Mail Message

"Forwarding" means that you will send an e-mail that you received to another person. You can also add or edit the message and subject. You can also attach a file to this e-mail.

Let's explain how to use "Forward" with an example.
Let's suppose there is an e-mail message that you received as follows:

Sender's e-mail address: hims@hims-inc.com
Subject of the e-mail: Welcome to HIMS

You can forward this e-mail to the others using the following method:

1) Press "Space-m (dots 1-3-4)" or "F2" to call up the menu in the "Subject", "Date", or "Message".
2) It shows the "File".
3) Press "Space-4", move to the "Message".
4) Press "Enter" on the "Message".
5) It shows the "Reply".
6) Press "Space-4", move to "Forward."
7) Press "Enter" on the "Forward".
8) It shows "To:". You can move to this stage to this stage by pressing "Enter-f (dots 1-2-4)." Input the e-mail address of the new recipient using computer Braille.
9) Press "Tab (Space-4-5)", move to "CC," "BCC," and "Subject."
10) At "Subject," It shows "Subject: Fw: Welcome to HIMS."
11) Press "Tab ("Space-4-5")", move to "Message body."
12) You can find the original e-mail message with the following message; "----- Forwarded Message -----."
13) Type in the "Message body" that you want to add or edit.
14) Press "Enter-s (Dots 2-3-4) to send the e-mail.

When you forward an e-mail, the method is the same as write an e-mail. So, you can type in additional recipients and attach files to the email that you are forwarding.

You can also save the e-mail that you are writing in the “Outbox”.

### 8.3.4 Saving a Received E-mail as Document

You may need to save an e-mail as a document when you are reading an e-mail in the “Inbox”. You can do this by completing the following steps:

1) Press “Space-m (dots 1-3-4)” or “F2” to call up the menu.
2) It shows the “File”.
3) Press “Enter” on the “File”.
4) Press “Space-4”, move to “Save As Text.”
5) Press “Enter” on the “Save As Text.”
6) It will open the “save as dialog box”.
7) And it shows “File name: (subject of e-mail under reading).txt.” Without calling up the menu, you can move to this stage directly by pressing “Space-s (dots 2-3-4).”
8) Press “Enter” on the “File name: (subject of e-mail under reading).txt”. Or press “tab (Space-4-5)”, move to the “Confirm”, and press “Enter.” You can rename the file. The method is the same as “Save as” in Word processor.
9) You will return to where you call the menu automatically if the e-mail is saved.

The text file will be saved in “flashdisk/My Documents” with the file name “(subject of e-mail under reading).txt.” You cannot change the file format. You can read the saved text file in the word processor.

In order to cancel “Save As Text,” press “Tab (Space-4-5)” on the “Confirm”, move to “Cancel”. And press “Enter.” Or, just press “Space-e (dots 1-5)” or “Space-z (dots 1-3-5-6).”

### 8.3.5 Printing E-Mail Messages

You may want to print an email that you received or sent in using Bluetooth printer.
In order to print, do the following:

1) Connect the Voice Sense to the Bluetooth printer.
2) Press “Space-m (dots 1-3-4)” or “F2” to call up the menu.
3) It shows “File”.
4) Press “Enter” on the “File”.
5) Press “Space-4”, move to “Print E-mail.”
6) Press “Enter” on the “Print E-mil”.
7) Without calling up the menu, press “Space-p (dots 1-2-3-4)” move to this stage directly.
8) Then, the selected e-mail will be printed.

If you want to cancel printing, press “Space-e (dots 1-5)” or “Space-z (dots 1-3-5-6).”

## 8.4 Additional features of E-mail

### 8.4.1 Find

The “Find” command is used to find text in the current mailbox. Once you enter text to find, the “Find” function will look for text that matches in “Subject,” “Date,” and/or “From.” This function only works in “Subject,” “Date,” or “From” control.

The “Find” dialog box consists of a “Find”:

1. “Find”: Edit box for text to search
2. “Search” radio button
3. “Direction” radio button
4. “Confirm” button
5. “Cancel” button.

In the “Find” dialog box, you can move between the five controls by pressing “Tab (“Space-4-5”)” or “Shift-Tab (“Space-1-2”)”. The shortcut key is “f (dots 1-2-4).” You can move to this function without calling up the menu by pressing “Space-f (dots 1-2-4).”

To activate the “Find” function, use the following steps:

1) Press “Space-m (dots 1-3-4)” or “F2” to call up the menu.
2) It shows the “File”.
3) Press “Space-4”, move to the “Edit”.
4) Press “Enter” on the “Edit.”
5) It shows the “Select All”.
6) Press “Space-4” or “Space-1”, move to “Find”.
7) Press “Enter” on the “Find”. Or press “f (dots 1-2-4)”.
8) It shows the “Find:” edit box where the user can type the text that they want to find.
9) After typing in the text, press “Tab (“Space-4-5”),” move to the “Search”. Here you can select between “All,” “Subject,” “Date,” or “From.” “All” control means “Subject,” “Date,” and “From” controls together. You can select an item by pressing “Space-4” or “Space-1.” By selecting a specific control, you can search the control for the text that you want to find.
10) Press “Tab (Space-4-5)”, move to the “Direction” which has two choices, “Forward” or “Backward”. Pressing “Space-4” or “Space-1” lets you select the searching direction as “Forward” or “Backward.”
11) Press “Tab (Space-4-5)”, move to the “Confirm”.
12) Press “Enter” on the “Confirm”.

If you want to cancel, press “Tab (“Space-4-5”)” on the “Confirm”, move to the “Cancel”. And press “Enter.” Or, you can press “Space-z (dots 1-3-5-6)” or “Space-e (dots 1-5)” anywhere in this dialog box to cancel.

### 8.4.2 Find Again

The “Find Again” command finds the next text according to what you found using “Find” dialog box, and it will go to the previous text if you set the direction to “Backward” when you used the “Find” function before. The “Find Again” function only works in the “Subject,” “Date,” or “From” control.

To activate the “Find Again” function, use the following steps:

1) Press “Space-m (dots 1-3-4) or “F2” to call up the menu.
2) It shows the “File”
3) Press “Sapce-4”, move to the “Edit”
4) Press “Enter” on the “Edit.”
5) It shows the “Select All”.
6) Press “Space-1” or “Space-4”, move to “Find Again”.
7) Press “Enter” on the “Find Again”. Or press “g (dots 1-2-4-5)”.

To activate this function without calling up the menu, press “Backspace-f (dots 1-2-4).”

### 8.4.3 Move to Next Unread Message

The “Move To Next Unread Message” option allows you to move to the next message that is unread. If you use this function on the last unread message in a list, you will be sent to the first unread message in the list.

To activate this function while you are in the “Subject,” “Date,” or “From” control,

1) Press “Space-m (dots 1-3-4) to call up the menu.
2) It shows the “Find”.
3) Press “Space-4”, move to the “Edit”.
4) Press “Enter” on the “Edit”.
5) It shows the “Select all”.

6) Press “Space-4”, move to the “Move to Next Unread Message”.
7) Press “Enter” on the “Move to Next Unread Message”. Or press “u (dots 1-3-6).

To use this function without calling up the menu, press “Enter-u (dots 1-3-6).”

### 8.4.4 Copy or Move to mailbox

There are two methods how to copy or move an e-mail to folder.

1. You can copy and move e-mails directly in “Mailbox” lists except “Outbox”.

In order to copy and move an e-mail to folder, follow there steps:

1) Execute “E-mail” program.
2) Press “Shift-Tab (Space-1-2)”, move to the “Mailbox” lists.
3) Press “Space-1” or “Space-4”, move to the “Mailbox” including the e-mail that you want to copy and move.
4) Press “Enter”.
5) It shows e-mail lists.
6) Press “Space-1” or “Space-4”, move to the e-mail that you want to copy or move. Press “Space”, “Enter-b (dots 1-2) or “Enter-a (dot 1)”, select the e-mail that you want to copy or move. Or you can select the e-mail using the “Select All” or “Start Selection” of the “”Edit” menu.
7) Press “Space-m (dots 1-3-4)” or “F2” to call up the menu.
8) It shows the “File”.
9) Press “Space-4”, move to the “Edit”.
10) Press “Enter” on the “Edit”.
11) It shows the “Select All”.
12) Press “Space-4”, move to the “Copy” or “Move”.
13) Press “Enter”. Or without calling up the menu, by pressing “Enter-c (dots 1-4)” or “Enter-x (dots 1-3-4-6), you can execute functions directly.

14) Press “Shift-Tab (Space-1-2)”, move to the “Mailbox” lists.
15) Press “Enter” on the “Mailbox” that you want to paste the e-mail.
16) Press “Space-m (dots 1-3-4)” or “F2” to call up the menu.
17) It shows the “File”.
18) Press “Space-4”, move to the “Edit”.
19) Press “Enter” on the “Edit”.
20) It shows the “Select All”.
21) Press “Space-4”, move to the “Paste” and press “Enter”. Or without calling up the menu, press “Enter-v (dots 1-2-3-6).
22) It will be copied or moved the e-mail to mailbox.

2. You can copy and move e-mails using the “Copy to mailbox” or “Move to mailbox” in the “Edit” menu.

The structure and move of “Copy to mailbox” and “Move to mailbox” menu is like below.

1. “Folder” list.
2. “Create mailbox” Button
3. “Delete mailbox” Button
4. “Rename mailbox” Button
5. “Confirm” Button
6. “Cancel” Button

You can move between the controls by pressing “Tab (“Space-4-5”)” or “Shift-Tab (“Space-1-2”).” And you can move between items in the “Folder” list by pressing “Space-1” or “Space-4.”

If you want to cancel while you are in these dialog boxes, press “Space-e (dots 1-5)” or “Space-z (dots 1-3-5-6).”

In order to copy and move an e-mail to another folder, follow there steps:

1) You can select the e-mail by pressing “Space”, “Enter-b (Dots 1-2) or “Enter-a (dot 1). Or you can select the e-mail using the “Select All” or “Start Selection” of the “”Edit” menu.
2) Press “Space-m (dots 1-3-4)” to call up the menu.
3) It shows the “File”.
4) Press “Space-4”, move to the “Edit”.
5) Press “Enter” on the “Edit”.
6) It shows the “Select All”.
7) Press “Sapce-4”, move to the “Copy to mailbox” or “Move to mailbox.”
8) Press “Enter” on the “Copy to mailbox” or “Move to mailbox.”
9) It shows “Folder list”. Or without calling up the menu, press “Backspace-c (dots 1-4)” or “Backspace-x (dots 1-3-4-6).”
10) Press “Space-4”, move to the folder that you want to copy or move.
11) Press “Enter”.
12) It will be copied or cut the e-mail in the folder.
13) It will return to the “Mailbox” before calling the menu.

8.4.4.1 Adding Create mailbox

You can add create mailbox in the e-mail folder of the “File manager”.

In order to execute this function, follow these steps:

1) Execute “E-mail” program.
2) Press “Space-m (dots 1-3-4) to call up the menu in mail lists of “Inbox”.
3) It shows “File”.
4) Press “Space-4”, move to “Edit” and Press “Enter”. Or Press “e (dots 1-5).
5) It shows “Select All”.
6) Press “Space-1” or “Space-4”, move to “Copy to mailbox” or “Move to mailbox.”
7) Press “Enter”. Or press “Backspace-c (dots 1-4)” or “Backspace-x (dots 1-3-4-6), without calling the menu.

8) It shows “Folder” lists.
9) Press “Tab (Space-4-5)”, move to the “Create mailbox”.
10) Press “Enter” on the “Create mailbox”.
11) It shows “Folder name:”. Type the folder name.
12) Press “Enter” or press “Tab (Space-4-5), move to “Confirm” and press “Enter”.
13) It shows the create mailbox in “Folder” list. Also the folder is in “Mailbox” and in e-mail folder of “File manager”.

#### 8.4.4.2 Deleting Folder

You can’t delete “Inbox”, “Sent” and “Outbox”. But you can delete the added folders.

In order to delete the folder, follow these steps:

1) Execute “E-mail” program.
2) Press “Space-m (dots 1-3-4) to call up the menu in mail lists of “Inbox”.
3) It shows “File”.
4) Press “Space-4”, move to “Edit” and Press “Enter”. Or Press “e (dots 1-5).
5) It shows “Select All”.
6) Press “Space-1” or “Space-4”, move to “Copy to mailbox” or “Move to mailbox.”
7) Press “Enter”. Or press “Backspace-c (dots 1-4)” or “Backspace-x (dots 1-3-4-6), without calling the menu.
8) It shows “Folder” lists.
9) Press “Space-1” or “Space-4”, move to the folder that you want to delete.
10) Press “Tab (Space-4-5), move to “Delete mailbox”.
11) Press “Enter”.
12) It shows “Delete (folder name) folder? Yes”.
13) Press “Enter”.

By pressing “Space-d (dots 1-4-5)” on the folder that you want to delete, you can delete the folder.

If you want to cancel this function, press “Tab (Space-4-5) on the “Confirm”, move to “Cancel”. And press “Enter”.

If you attempt to delete the “inbox”, “Sent” and “storagebox,” you will hear the warning sound to notify you of the error.

#### 8.4.4.3 Changing Folder Name

You can’t change folder name of the “Inbox” and the “Storagebox”.

In order to change the folder name, follow these steps:

1) Execute “E-mail” program.
2) Press “Space-m (dots 1-3-4) to call up the menu in mail lists of “Inbox”.
3) It shows “File”.
4) Press “Space-4”, move to “Edit” and Press “Enter”. Or Press “e (dots 1-5).
5) It shows “Select All”.
6) Press “Space-1” or “Space-4”, move to “Copy to mailbox” or “Move to mailbox.”
7) Press “Enter”. Or press “Backspace-c (dots 1-4)” or “Backspace-x (dots 1-3-4-6), without calling the menu.
8) It shows “Folder” lists.
9) Press “Space-1” or “Space-4”, move to the folder that you want to change.
10) Press “Tab (Space-4-5), move to “Rename mailbox”.
11) Press “Enter”.
12) It shows “Folder name:”
13) Type the folder name that you want to change.
14) Press “Enter. Or press “Tab (Space-4-5) move to “Confirm” and press “Enter”.

If you attempt to rename the “inbox” and “storagebox,” you will hear the warning sound to notify you of the error.

## 8.5 Use the Tools Menu

You can set path and option of the “E-mail”.

The “Tools” menu has the following four sub menus:
1. Accounts manager
2. Set path
3. Set options
4. Set spam

Each sub menu except the “Accounts manager” will be explained in detail in this section.

### 8.5.1 Set Path

“Set Path” sets the default download path where file attachments and email are stored. You can set the download path using the following method:

“Set Path” sets the default download path where file attachments and email are stored. You can set the download path using the following method:

1) Press “Space-m (dots 1-3-4)” or “F2” to call up the “E-mail” menu in the “Inbox.”
2) Press “Space-4”, move to the “Tools”.
3) Press “Enter.”
4) It shows “Accounts manager”.
5) Press “Space-4”, move to “Set Path.”
6) Press “Enter” on “Set Path.”

7) It shows “Save attachments path: /flashdisk/download”. You can move to this stage by pressing “Enter-p (dots 1-2-3-4)”, without calling the menu.

“Set Path” contains the following three items:
1. Save attachments path
2. Send attachments path
3. Disk to save mail in

You can move among these items by pressing “Space-4” and “Space-1.” Each item consists of “Path,” “Modify,” and “Close.” At “Path,” the default path will be displayed. You can move among this information by pressing “tab (Space-4-5)” or “shift-tab (Space-1-2).”

“Set Path” will be closed if you press “Space-e (dots 1-5)” or “Space-z (dots 1-3-5-6).” Or, you can close it by pressing enter on the “Close” button.

#### 8.5.1.1 Set the Save Attachments Path

The default path for downloaded attached files is “/flashdisk/download.”
You can set the download path using the following method:

1) Press “Space-m (dots 1-3-4)” or “F2” to call up the “E-mail” menu in the “Inbox.”
2) Press “Space-4”, move to the “Tools”.
3) Press “Enter.”
4) It shows “Accounts manager”.
5) Press “Space-4”, move to “Set Path.”
6) Press “Enter” on “Set Path.”
7) It shows “Save attachments path: /flashdisk/download”. You can move to this stage by pressing “Enter-p (dots 1-2-3-4)”, without calling the menu.

8) Press “Enter” on “Save attachments path: /flashdisk/download,” or press “m (dots 1-3-4).” Or, press “Tab (Space-4-5)” to move to the “Modify” button, and then press “Enter.”
9) It shows “download folder xx/yy”.

   Move to the desired folder by pressing move keys below:
   Move to the upper level folder: Backspace
   Move to the previous item: Space-1
   Move to the next item: Space-4

10) When you encounter the desired folder, press “Space” to select it, and then press “Enter.” If a folder is selected, “*” will be displayed in front of the selected folder.

If you press “Enter” to set the path, the Voice Sense shows the changed path. If you changed the path to the “My Documents” folder that is one of the lower level folders located in “flashdisk,” “Save attachments path: /flashdisk/My Documents” would be displayed.

#### 8.5.1.2 Set the Send Attachments Path

“Send attachments path” is the path where the files to be attached are saved. The default path is “/flashdisk/upload.” You can change this path to a different path using the following method:

1) Press “Space-m (dots 1-3-4)” or “F2” to call up the “E-mail” menu in the “Inbox.”
2) Press “Space-4”, move to the “Tools”.
3) Press “Enter.”
4) It shows “Accounts manager”.
5) Press “Space-4”, move to “Set Path.”
6) Press “Enter” on “Set Path.”
7) It shows “Save attachments path: /flashdisk/download”.
8) Press “Space-4”, move to “Send attachments path: /flashdisk/upload.”

9) Press “Enter” or “m (dots 1-3-4)” on “Send attachments path: /flashdisk/upload.” Or, press “Tab (Space-4-5)”, move to the “Modify” button and then press “Enter.”
10) It shows “upload folder xx/yy”

    Move to the desired folder by pressing the following keys:
    Move to the upper level folder: Backspace
    Move to previous item: Space-1
    Move to next item: Space-4

11) Press “Space” to select the desired folder, and press “Enter.”
12) It shows “*” in front of the selected folder.

If you finish setting the path by pressing “Enter,” the Voice Sense will show the changed path. If you changed the path from “upload” folder to “music” folder in “flashdisk,” it would display “Send attachments path: /flashdisk/music.”

8.5.1.3 Set the Disk to save mail

The e-mail messages that are downloaded from your network are saved in the “Email” folder, which is a lower level folder of “flashdisk.” If the size of an email you are receiving is so large that it cannot be downloaded and stored in the “flashdisk,” you can change to a different disk using the following method:

1) Connect the external storage disc to the Voice Sense.
2) Press “Space-m (dots 1-3-4)” or “F2” to call up the “E-mail” menu in the “Inbox.”
3) Press “Space-4”, move to the “Tools”.
4) Press “Enter.”
5) It shows “Accounts manager”.
6) Press “Space-4”, move to “Set Path.”
7) Press “Enter” on “Set Path.”
8) It shows “Save attachments path: /flashdisk/download”.

9) Press “Space-4”, move to “Disk to save mail in: /flashdisk.”
10) Press “Enter” or “m (dots 1-3-4)” on “Disk to save mail in: /flashdisk.” Or, press “Tab (Space-4-5)”, move to the “Modify” button, and press “Enter.”
11) It shows “flashdisk”.
12) Press “Space-4” or “Space-1”, move to the disk list. If you have connected a USB memory stick or CF memory, it shows “USB” (stick memory) or “cfd” (cf memory).
13) Press “Enter” on the desired disk name.

It will show the disk name if the disc setting is completed by pressing “enter.” If you changed it to “CF memory,” it will show “Disk to save mail in: /cfd.” If it is changed, the “Email” folder will be created automatically in the selected disc, and the e-mail messages will be downloaded in this disk.

### 8.5.2 Set Options

In “Set Options”, you can set the “Inbox” with default folder when the “E-mail program is started.

#### 8.5.2.1 Using the “Inbox” with Default Folder

If you set the “Inbox” with default folder, it will move to list of “Inbox” whenever the “E-mail” program is started.

In order to use the “Inbox” with default folder, follow these stets:

1) Execute “E-mail”.
2) Press “Space-m (dots 1-3-4)” or “F2” to call up the “E-mail” menu in the “Inbox.”
3) Press “Space-4”, move to the “Tools”.
4) Press “Enter.”
5) It shows “Accounts manager”.

6) Press “Space-4”, move to “Set Options”.
7) Press “Enter” on the “Set Options”. Or without calling the menu, press “Enter-o (dots 1-3-5).
8) It shows “inbox as default mailbox when starting: Yes”. If you don’t Use inbox as default mailbox, press “Space”.
9) Press “Enter”.

If you want to cancel this function, press “Space-e (dots 1-5) or “Space-z (dots 1-3-5-6).

### 8.5.3 Spam Settings

When the Voice Sense downloads e-mail from the e-mail server, there may be a lot of e-mail messages that are spam. In this case, you can avoid downloading these spam e-mail messages by registering specified words in the subject or the specified e-mail address.

The spam e-mail messages that are set at “Spam Settings” will not be downloaded into the Voice Sense, and will remain on the e-mail server.
Use the following steps to set up spam e-mail:

1) Press “Space-m (dots 1-3-4)” or “F2” to call up the menu while you are in the “inbox.”
2) Press “Space-4”, move to the “Tools”.
3) Press “Enter.”
4) It shows “Accounts manager”.
5) Press “Space-4”, move to ““Spam Settings”.
6) Press “Enter.”
7) It shows “Type: Subject 1/3”. Without calling the menu, you can also execute to this stage directly by pressing “Enter-e (dots 1-5)”.

Now, you are in the “Spam Settings” menu.

“Spam Settings” contains the following 6 items;

1. Type
2. List
3. Add
4. Modify
5. Delete
6. Close

You can move among the items by pressing “Tab (Space-4-5)” or “Shift-Tab (Space-1-2).”

In order to exit from “Spam Settings,” move to the “Close” button and press “enter,” or press “Space-e (dots 1-5)” or “Space-z (dots 1-3-5-6).” “Type” consists of 3 sub items; “Subject,” “E-mail address string,” and “Host.” You can move among these sub items by pressing “Space-1” or “Space-4.” The “list” will be displayed in a different form according to the sub item of the “Type.”

If you have selected “Subject,” the list will be displayed as “Subject: (Registered word) 1/xx.” If you selected “E-mail address string,” it will be displayed as “E-mail address string: (Registered e-mail address string) 1/xx.” It will be displayed as “no items” if there is no registered word or e-mail address string.

Now we will explain how to register, modify, and delete the spam settings.

#### 8.5.3.1 Add As Spam E-Mail

First, we will explain how to set the e-mail program to sort out spam by setting any specified words in the e-mail subject.

1) Press “Space-m (dots 1-3-4)” or “F2” to call up the menu while you are in the “inbox.”
2) Press “Space-4”, move to the “Tools”.
3) Press “Enter.”
4) It shows “Accounts manager”.
5) Press “Space-4”, move to ““Spam Settings”.
6) Press “Enter.”
7) It shows “Type: Subject 1/3”. Without calling the menu, you can also execute to this stage directly by pressing “Enter-e (dots 1-5)”.
8) Press “a (dot 1)” when “Type: Subject 1/3” is displayed. Or, press “Tab (Space-4-5)” to move to the “Add” button, and then press “enter.”
9) Then, the “add dialog box” will be opened and “Subject add:” will be displayed.
10) Type in the words, and press “Enter.” Or, press “Tab (“Space-4-5”)” to move to the “Confirm”, and then press “enter” after you type in the words.
11) Then, “Successfully added spam data.” will be announced and you will be returned to the “list.” Then, “Subject: (registered word) 1/1” will be displayed.

If there is more than one registered word, you can check it by pressing “Space-1” or “Space-4.”
By adding the word as explained above, if there are any e-mail messages that include the words you entered in the subject of the message, the Voice Sense will download those e-mails from the e-mail server, but will delete them automatically. So those e-mails will not be in the inbox.

You can also avoid receiving e-mail messages from a specific sender or host by registering it.

The following are the steps to register a sender’s e-mail address:

1) Press “Space-m (dots 1-3-4)” or “F2” to call up the menu while you are in the “inbox.”
2) Press “Space-4”, move to the “Tools”.
3) Press “Enter.”
4) It shows “Accounts manager”.
5) Press “Space-4”, move to ““Spam Settings”.
6) Press “Enter.”
7) It shows “Type: Subject 1/3”. Without calling the menu, you can also execute to this stage directly by pressing “Enter-e (dots 1-5)”.
8) Press “Space-4” when “Type: Subject 1/3” is displayed. Then, “Type: E-mail address string 2/3” will be displayed.
9) Press “a (dot 1)” or press “tab (Space-4-5)” to move to the “Add” button, and press “enter.”
10) Then, the “Add dialog box” will be opened, and “E-mail address string: (e-mail address)” will be displayed. The “(e-mail address)” is the sender’s e-mail address that was focused.
11) Press “Enter” on “E-mail address sting: (e-mail address).” Or, press “Tab (Space-4-5)” to move to the “Confirm”, and then press “Enter.”
12) Then, “Successfully added spam data” will be announced and “E-mail address string: (Registered e-mail address) 1/1” will be displayed.

If you set it once, the e-mails with the e-mail ids will be downloaded from the e-mail server, but the Voice Sense will delete those e-mails automatically. So those e-mails will not be found in the inbox.

You can add an additional e-mail address by modifying the e-mail address that you have typed in. If you type in a new e-mail address at “E-mail address string: (e-mail address),” the displayed e-mail address will be erased, and the new e-mail address will be displayed. But, if you press the “cursor routing key” at the position where you want to modify the displayed address, that address will be modified as you type in the modifications.

When “E-mail address string: (registered e-mail address) 1/1” is displayed, you can add it by pressing “a (dot 1)” or pressing “Tab (Space-4-5)” to move to the “Add, and press “Enter.” You can check the registered e-mail addresses by pressing “Space-1” or “Space-4.”

If you want to register a specific host as a spam sender, do the following:

1) Press “Space-m (dots 1-3-4)” or “F2” to call up the menu while you are in the “inbox.”
2) Press “Space-4”, move to the “Tools”.
3) Press “Enter.”
4) It shows “Accounts manager”.
5) Press “Space-4”, move to ““Spam Settings”.
6) Press “Enter.”
7) It shows “Type: Subject 1/3”. Without calling the menu, you can also execute to this stage directly by pressing “Enter-e (dots 1-5)”.
8) Press “Space-4” when “Type: Subject 1/3” is displayed in order to move to “Type: Host 3/3.”
9) Press “a (dot 1)” on “Type: Host 3/3,” or press “Tab (Space-4-5)” to move to the “Add” button, and then press “Enter.”
10) Then, the “Add dialog box” will be opened, and “Host add: (host address)” will be displayed. Here, “host address” is the host address that was focused on when you executed this command.
11) Press “Enter” on “Host add: (host address).” Or, press “tab (Space-4-5) to move to the “Confirm” button, and then press “enter.”
12) Then, the Voice Sense will say “Successfully added spam data” and it will show “Host: (registered host address) 1/1.”

If you add the host address as above, the e-mails from the registered host will be downloaded from the e-mail server, but the Voice Sense

will delete them automatically. So those e-mails will not be found in the inbox.

At step 5 above, you can add the additional host address by modifying the host address that you have typed in. If you type in a new host address at “Host add: (host address),” the displayed host address will be erased, and the new host address will be displayed. But, if you press the “cursor routing key” at the position where you want to modify the displayed address, that address will be modified where you modify it.

When “Host: (registered host address) 1/1” is displayed, you can add it by pressing “a (dot 1)” or pressing “Tab (Space-4-5)” to move to the “Add” button, and then press “Enter.” You can check the registered host addresses by pressing “Space-1” or “Space-4.”

When you register a subject, e-mail address, or host as spam e-mail, you may make a mistake while you are typing in a subject, e-mail address, or host. In this case, you need to modify the subject while typing them in.

Please refer to the following correction methods:

1. In order to delete the current letter, press “Space-d (dots 1-4-5)”
2. In order to delete the previous letter, press “Backspace.”
3. In order to delete the current line, press “BackSpace-1-4.” Then, “Delete line: yes” will be displayed. Press “enter” to delete the line. Or, if you do not want to delete the line, press “Space” to toggle “Yes” to “No,” and then press “enter.”

If you want to cancel setting spam at the “Add dialog box,” press “Tab (Space-4-5)” to move to the “Cancel” button, and press “Enter.” Or, just press “Space-e (dots 1-5)” or “Space-z (dots 1-3-5-6).”

#### 8.5.3.2 Modifying Spam Registration

In order to modify a “Subject” that has been registered, do the following:

1) Press “Space-m (dots 1-3-4)” or “F2” to call up the menu while you are in the “inbox.”
2) Press “Space-4”, move to the “Tools”.
3) Press “Enter.”
4) It shows “Accounts manager”.
5) Press “Space-4”, move to ““Spam Settings”.
6) Press “Enter.”
7) It shows “Type: Subject 1/3”. Without calling the menu, you can also execute to this stage directly by pressing “Enter-e (dots 1-5)”.
8) Move to “list” by pressing “tab (Space-4-5).” Then, “Subject: (Registered word) 1/xx” will be displayed.
9) Press “Space-4” or “Space-1” to move to the word to be modified.
10) Press “m (dots 1-3-4)” on the word to be modified. Or, press “tab (Space-4-5)” to move to the “Modify” button, and press “enter.”
11) Then, the modify dialog box will be opened, and “Subject modify: (selected word)” will be displayed.
12) If you type in a new word directly, the displayed word will be erased, and the new word will be displayed. If you want to modify a part of the displayed word, press the “cursor routing key” at the position where you want to modify the word, and type in the letters that you want to modify.
13) Press “enter” after you type in the new word. Or, press “tab (Space-4-5)” to move to the “Confirm” button, and then press “enter.”
14) Then “Successfully modified spam data.” will be announced, and you will be returned to the “list.” If there is more than one

word in the list, you can look them up by pressing “Space-4” or “Space-1.”

If you want to modify the e-mail addresses or host addresses that have been registered, execute step 1 above. Press “Space-4” to move to “Type: E-mail address string 2/3” and “Type: Host 3/3.” You can modify them with the same method as explained above.

If you want to cancel registration, press “Tab (Space-4-5)” to move to the “Cancel” button, and press “enter.” Or, you can press “Space-e (dots 1-5)” or “Space-z (dots 1-3-5-6).”

#### 8.5.3.3 Deleting Spam

You can delete an item that has been registered in the spam list. Let’s start our explanation from “Subject.”

1) Press “Space-m (dots 1-3-4)” or “F2” to call up the menu while you are in the “inbox.”
2) Press “Space-4”, move to the “Tools”.
3) Press “Enter.”
4) It shows “Accounts manager”.
5) Press “Space-4”, move to ““Spam Settings”.
6) Press “Enter.”
7) It shows “Type: Subject 1/3”. Without calling the menu, you can also execute to this stage directly by pressing “Enter-e (dots 1-5)”.
8) Press “tab (Space-4-5)” to move to the “list.” Then, “Subject: (Registered word) 1/xx” will be displayed.
9) Press “Space-4” or “Space-1” to delete the registered word.
10) Press “Space-d (dots 1-4-5)” to delete the selected word. Or, press “tab (Space-4-5)” to move to the “Delete” button, and press “enter.”

11) Then, “Successfully deleted” will be announced and “list” will show again. You can check the remaining words by pressing “Space-4” or “Space-1.”

You may delete an “E-mail address string” or “Host” in the spam list, too. Press “Space-4” to move to “Type: E-mail address string 2/3” or “Type: Host 3/3,” and execute. The method is the same as explained above.

## 8.6. Hot Keys for E-Mail

### 8.6.1 Hot Keys That Are Used in the Inbox

Call “Accounts manager”: Enter-m (dots 1-3-4)
Check for new mail: Enter-n (dots 1-3-4-5)
Write new message: Enter-w (dots 2-4-5-6)
Reply: Enter-r (dots 1-2-3-5)
Reply all: Backspace-r (dots 1-2-3-5)
Forward: Enter-f (dots 1-2-4)
Call up “set path”: Enter-p (dots 1-2-3-4)
Call up “set option”: Enter-o (dots 1-3-5)
Call up “set spam”: Enter-e (dots 1-5)
Find: Space-f (dots 1-2-4)
Find again: Backspace-f (dots 1-2-4)
Move to unread message: Enter-u (dots 1-3-4)
Move to mailbox: Backspace-x (dots 1-3-4-6)
Copy to mailbox: Backspace-c (dots 1-4)
Add a sender to the address list: Enter-i (dots 2-4) (This is valid only at the “from” item of the “inbox”).
Delete received e-mail: Space-d (dots 1-4-5) (It is valid only at the “Subject” and “date” item in the “inbox”).
Save the received e-mail as text file: Space-s (dots 2-3-4)
Print the received e-mail: Space-p (dots 1-2-3-4)
Cancel: Space-e (dots 1-5)
Cancel and exit from e-mail program: Space-z (dots 1-3-5-6)

### 8.6.2 Hot Keys for Sending E-Mail Including Reply, Forward, and Save in the Mail Outbox

Search address list: Enter-l (dots 1-2-3)
Attach file: Enter-f (dots 1-2-4)
Send e-mail: Enter-s (dots 2-3-4)
Save in mail outbox: Space-s (dots 2-3-4)
Cancel: Space-e (dots 1-5)
Cancel and exit from e-mail program: Space-z (dots 1-3-5-6)

### 8.6.3 Hot Keys for Reading E-Mail Messages or Writing an E-mail Message

Start selection: Enter-b (dots 1-2)
Select all: Enter-a (dot 1)
Copy to the clipboard: Enter-c (dots 1-4)
Cut to the clipboard: Enter-x (dots 1-3-4-6) (It is not valid when you are reading e-mail in the “inbox”).
Paste from the clipboard: Enter-v (dots 1-2-3-6) (It is not valid when you are reading e-mail in the “inbox”)
Delete: Space-d (dots 1-4-5) (It is not valid when you are reading e-mail in the “inbox”)
Cancel block: Space-e (dots 1-5)

# 9. Media Player

The Media Player on the Voice Sense is a program which you can use to play audio files. The Media Player will play the following formats, ac3, asf, asx, m3u, mp2, mp3, mp4, mpa, mpg, ogg, pls, rmp, wav, wax, wma, wmv and flac. Note that you will not be able to see the video with “avi” and “wmv” files.

You can control the playing of audio files using either the Braille keyboard commands or audio keys that are on the front panel of the Voice Sense. The Media Player can play back recorded voices as well as music files.

## 9.1 Using the Audio Buttons

There are a series of buttons on the front panel of the Voice Sense. These buttons can be used to control the Media Player. You will find five buttons on the Voice Sense. Starting from the left, and going to the right, the buttons are called: “previous,” “record,” “stop,” “play/pause,” and “next.” These buttons are used for playing and recording music or voice quickly and easily.

If the “play/pause” button is pressed while you are using a program other than the Media Player, the Voice Sense will play the files in the play list. If there are no files in the play list, the Voice Sense says, “There are no items to display.” The other buttons, “previous,” “stop,” and “next” are available after you start playing audio by pressing the “play/pause” button. Note that the “record” button will not work while you are using other programs. Even if the Media Player starts when you press the “play/pause” button while you are using another program, the Voice Sense will not stop the program that is currently running.

### 9.1.1 Play/Pause Button

The “play/pause” button has a long, rectangle shape. To locate the “play/pause” button, find the button that is furthest to the right on the front panel. Then, move one button to the left. This is the “play/pause” button. With the “play/pause” button, you can easily play audio files registered in the play list. If there are no files that have been registered in the play list, the Voice Sense will display the message, “There are no items to display.” You have to add a file to the play list before it can be played. If there is more than one file in the play list when you press the “play/pause” button, the Voice Sense will start playing all the files in the list one after another. If you press the “play/pause” button again while a file is being played, the playback will be paused. If you want to resume playing, press the button again. If you press the “play/pause” button while you are in the “record” dialog box, the sound that was recorded most recently will be played back to you.

### 9.1.2 Next button and previous button

These buttons have a triangular shape. The “previous” button is the first button from the left on the front panel, and it points to the left. The “next” button is the button that is farthest to the right on the front panel, and it points to the right. If you press the “next” button, the next file in the play list will be played, and pressing the “previous” button will play the previous file. If you press one of these buttons while an audio file is being played, the Voice Sense will stop playing the current file, and jump to the previous or next file (depending on which button you press) in the play list, and start playing it. If you press the “next” button (while the last file in the list is being played), or the “previous” button (while the first file in the list is being played), it will have no effect, as the Voice Sense will not stop playing the current file.

### 9.1.3 Record Button

The “record” button has a circular shape, and is used to record sound using the built-in or an external microphone. The “record” button is located directly to the right of the “previous” button. To use this button to record sound, you should be either in the “Media Player,” or in the “program” menu. If you press the “record” button once, the Voice Sense will open the “record” dialog box. If you press the “record” button again, the Voice Sense will resume recording. When you press the “record” button while you are recording, the Voice Sense will pause your recording. You can resume the recording by pressing the “record” button again. The recorded sound will be stored in a file, and placed in the “flashdisk/media/record” folder.

### 9.1.4 Stop Button

The “stop” button has a square shape, and is used to stop playing. If you press the “stop” button while an audio file is being played, the Voice Sense will stop playing. The next time the Voice Sense starts playing, it will start from the first file in the play list. If you press this button while recording, the Voice Sense will stop recording. If you press the “stop” button in “record” dialog box while the Voice Sense is not recording, the dialog box will close.

### 9.1.5 Using the Audio buttons in file open dialog box

You can open “open file” dialog box by long pressing “stop” button in the “Media Player” dialog box. And if you long press the “stop” button again, this dialog box will close. And then return to the “Media Player” dialog box.
“play/pause” button is same function as “Enter” in “open file” dialog box. Also “stop” button, “record” button, “previous” button and “next” button is same function as “Backspace”, “Space”, “Space-1” and “Space-4” in “file open” dialog box.
Namely, you can move to up and down by pressing “previous” and

“next” button in file list. And you can select and unselect by pressing “record” button. If you press “stop” button, you can move to upper folder. And if you press “play/pause” button, you can play the selected file in file list of “open file” dialog box.
In order to use this function, you must set the audio mode switch to “media mode.”

## 9.2 Braille Keyboard and Extended Keys

You can use more of the features in the “Media Player” with the Braille keyboard than with the audio buttons. You can use the Braille keyboard commands to control the player in the “Media Player” dialog box. To open the “Media Player,” press “Enter” on “Media Player,” or press “m” in the “program menu.” The “Media Player” is also opened when you play audio files by pressing the “play/pause” button on the front panel of the Voice Sense. This dialog box contains two information tabs: “playback information” and “play list.” Press “Space-4-5” or “Space-1-2” to move between these tabs.

### 9.2.1 Playback Information Tab

The “playback information” tab displays the track number, the file name, and the current playback status such as (play, pause, or stop). If there are no files in the play list, the Voice Sense will display “title: There are no items to display.” If you press “Space-4,” the Voice Sense will display playback time information.
First, the elapsed or remaining time will be displayed. You can set whether the elapsed time or remaining time will be displayed, using the “playback settings” dialog box. If you have selected the “remaining time” with this option, the - (minus sign), will be displayed before the time. Next to the elapsed/remaining time, the Voice Sense will display the total playback time of the currently selected file.
If there are no files in the play list, “time: There are no items to display” will be displayed.

### 9.2.2 Play List Tab

The “play list” tab displays all the files in the play list. For each file in the play list, it displays the track number, file name, the current place of the file in the list, and the total number of files in the list. If there is no file in the play list, the Voice Sense will display the message “no items.”

For example, if you had the following track on the Voice Sense: “track 1 Chopin – Fantasie Impromptu 1/10,” then “track 1” means this file is the first item in the play list. “Chopin – Fantasie Impromptu” is the file name. “1/10” means the file is the first of ten files in the play list. Whenever you register an audio file using the “file” menu, the file is added to the play list.

### 9.2.3 Hot Keys in the Play Information Tab and the Play List Tab

The hot keys that can be used in the “playback information” and the “play list” tabs are as follows:

1) **Hot keys in the Play Information Tab**

| Hot key | Function |
|---|---|
| Space-4 | Move to the next information |
| Space-1 | Move to the previous information |
| Space | “Pause” when it is play state and “play” when it is pause state. |
| Enter | Start playing |
| Backspace | Stop playing |
| Dot 6 | Play the next file |
| Dot 3 | Play the previous file |
| Dots 4-6 | Play the last file |

| | |
|---|---|
| Dots 1-3 | Play the first file |
| Dots 5-6 | Play the fifth file after the current file |
| Dots 2-3 | Play the fifth file before the current file |
| Dot 4 | Move to next position by time index and play |
| Dot 1 | Move to previous position by time index and play |
| Dot 2 or Dot 5 | Change time index |
| Dots 3-4-5 | Speed up |
| Dots 1-2-6 | Slow down |
| Space-up arrow key | Volume up |
| Space-down arrow key | Volume down |
| Space-1-3-4 | Open menu |
| Space-1-2-5 | Open help |
| Space-4-5/Space-1-2 | Move to “play list” tab |
| Space-1-3-5-6 | Exit “Media Player” |

## 2) Hot Keys in the Play List Tab

| Hot key | Function |
|---|---|
| Space-4 | Move to the next file |
| Space-1 | Move to the previous file |
| Space-4-6 | Move to the last file |
| Space-1-3 | Move to the first file |
| Space | Select/resume current file (while playing, it is used as play/pause) |
| Enter-1-2 | Start selecting files |
| Enter | Start playing the selected files |
| Backspace | Stop playing |
| Space-1-4-5 | Delete the selected files in the play list |
| Dot 6 | Play the next file |
| Dot 3 | Play the previous file |
| Dots 4-6 | Play the last file |
| Dots 1-3 | Play the first file |
| Dots 5-6 | Play the fifth file after the current file |
| Dots 2-3 | Play the fifth file before the current file |
| Dot 4 | Move to next position by time index and play |
| Dot 1 | Move to previous position by time index and play |
| Dot 2 or Dot 5 | Change time index |
| Dots 3-4-5 | Speed up |
| Dots 1-2-6 | Slow down |
| Space-up arrow key | Volume up |
| Space-down arrow key | Volume down |
| Space-1-3-4 | Open menu |
| Space-1-2-5 | Open help |

| | |
|---|---|
| Space-4-5/Space-1-2 | Move to “playback information” tab |
| Space-1-3-5-6 | Exit “Media Player” |

## 9.3 How to Use the Media Player Menu

When you want to open the “Media Player” menu, you can press “Space-m (dots 1-3-4).” You can also “F2” while in the “Media Player” dialog box. This menu contains five items: “file,” “play,” “record,” “advanced” and “settings.” Using the “file” menu, you can add or delete files in the play list. The “play” menu lists all of the commands related to playing files. The “record” menu opens the “recording” dialog box in which allows you to record sound and play it. The “advanced” menu contains commands related to bookmark and go to position. The “settings” menu allows you to set various Media Player options.

### 9.3.1 File

When you want to use the “file” menu, you can press “Space-m (dots 1-3-4)” to call up the “Media Player” menu, and then press “Enter” on “file,” or press “f (dots 1-2-4).” A submenu will appear, which contains “open file,” “open folder,” “add file,” “add folder,” “save playlist,” “save as playlist,” “delete item,” and “exit.” You can move between these items by pressing “spaece-4” or “Space-1.” Press “Enter” on the item you want to execute. If you want to go back to the menu that is one level up, you can press “Space-e (dots 1-5).” Then press, “Space-z (dots 1-3-5-6).” which will close the menu, and take you back to the “Media Player” dialog box.

#### 9.3.1.1 Open File

You can use the “open file” menu item to add files to the play list and start playing. If you press “Enter” on “open file,” a dialog box will open, just like the “file list” in the “file manager.” You can navigate through

the file list just like you do in the “file list” in the “file manager.” The audio files that can be played in the “Media Player” are files that have the extensions, ac3, asf, asx, m3u, mp2, mp3, ogg, pls, wav, wax, wma, and wmv. If you select all the files you want to play, and press “Enter,” the Voice Sense will register the files in the play list, and start playing the first file. You can select more than one file in the “open file” dialog box by pressing “Space” on the file you want to play, and then move to another file to be played, and press “Space.” Once you finish selecting all the files you want, press “Enter.” When you open the “open file” dialog box, files in the default folder will be displayed. The default folder is set to “/flashdisk/media.” You can also open the “file open” dialog box by pressing “Enter-o (dots 1-3-5)” in the “Media Player” dialog box.

#### 9.3.1.2 Open Folder

This “open folder” menu item is used to select all of the audio files in the selected folders to the play list and play them one after another. If you press “Enter” on “open folder” in “file” menu, or press “Enter-f (dots 1-2-4)” in the “Media Player” dialog box, the “open folder” dialog box will be opened. The “open folder” dialog box is almost the same as the “open file” dialog box. The difference is that only folder names, and not file names will be displayed in the “folder open” dialog box. When you open the “open folder” dialog box, the default folder name will be displayed. The default folder is set to “flashdisk.” Press “Enter” to display all of the folders in “flashdisk,” and press “Space-1” or “Space-4” to move between the folder names. If you want to move into the folder that you are currently pointed at (and list all the files in it) press “Enter” on the folder name. Press “Backspace” if you want to go up to the parent folder. If you want to select a folder, press “Space” on the folder name. You can select more than one folder. Once you have selected all of the folders you want, press “Enter.” Then, the Voice Sense will add all of the audio files, with the extensions, “wav,” “mp3,” and “wma,” from the selected folders to the play list and start playing the first file.

#### 9.3.1.3 Add File

The “add file” menu item is used to add audio files to the play list. If you press “Enter” on “add file” in the “file” menu, or press “Backspace-o (dots 1-3-5)” in the “Media Player” dialog box, the same dialog box that is used for “open file” will be displayed. If you select all of the files that you want, and press “Enter” (as in the “open file” dialog box), then the Voice Sense will add the selected files to the play list. However, the Voice Sense will not start playing these files. If you want to start playing the files in the play list, press the “play/pause” button on the front panel of the Voice Sense. Or, you can press “Enter” on “play” in the “play” menu.

#### 9.3.1.4 Add Folder

The “add folder” menu item is used to add all of the audio files in a selected folder to the play list. If you press “Enter” on “add folder” in the “file” menu (or press “BackSpace-f (dots 1-2-4)” in the “Media Player” dialog box), the same dialog box that is used for “open folder” will be displayed. If you select all of the folders, and press “Enter,” the Voice Sense will add all of the audio files in the selected folders to the play list. However, it will not start playing any files. You can start playing the files in the play list by pressing the “play/pause” button on the front panel of the Voice Sense, or press “Enter” on “play” in the “play” menu.

#### 9.3.1.5 Save play list

The “save playlist” menu item is used to save the play list to a disk drive. If you want to use this function, you can press “Space-m (dots 1-3-4)” to open the “file” menu and execute the “save playlist” command by pressing “Enter” on it, or you can press “s (dots 2-3-4).” Otherwise, you can press “Enter-i (dots 2-4)” in the “Media Player” dialog box.

If you activate the “Media player” program and first execute “save playlist,” the “save as playlist” dialog box will open.

If you execute “save” after you save the play list for once, the Voice Sense will save the play list with the same file name without using a dialog box. After saving a play list, it will return to “Media player” dialog box.

### 9.3.1.6 Save as play list

The “save as playlist” menu item is used to save the play list as a different file or on another disk drive. If you want to use this function, you can press “Space-m (dots 1-3-4)” to open the “file” menu and execute the “save as playlist” command by pressing “Enter” on it, or you can press “l (dots 1-2-3).” Otherwise, you can press “Space-s (dots 2-3-4)” in the “Media Player” dialog box.

If you execute “save as playlist,” the “save as playlist” dialog box is displayed. This dialog box consists of “file list,” “file name,” a “confirm” button, and a “cancel” button. If the dialog box is opened, “file name:” is displayed. You can move from one tab to the other tab by pressing “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)”.
The file format of saved play list is always the “m3u.” By default, file is saved in “/flashdisk/media.”

If you want to make a new file name, type in the new file name. You cannot use the following characters in a file mane. “|, \, <, >, ?, :, *”.
If you want to change the saving location, move to the “file list” by pressing “shift-tab (Space-1-2).” And you move to location that you want to save by using the navigation keys in “file manager” program.

### 9.3.1.7 Delete Item

If you want to delete a file from the play list, first, locate the file you

want to delete in the “play list” tab by pressing “Space-1” or “Space-4” repeatedly. Then, bring up the “Media Player” menu by pressing “Space-m (dots 1-3-4),” and press “Enter” on “file.” Now, move to “delete item” by pressing “Space-4” repeatedly, and then press “Enter.” Or, you can press “Space-d (dots 1-4-5)” on the file to be deleted in the “play list” tab. You can select more than one file in the “play list” tab by pressing “Space” on each file to be deleted. Now, let’s explain how to delete multiple files in a block from the play list. Press “Enter-b (dots 1-2)” on the first file to be deleted. “Enter-b (dots 1-2)” is the start of the block. Next, if you press “Space-4” or “Space-1,” the displayed files will be selected. After selecting the files you want to delete, press “Space-d (dots 1-4-5)” in order to delete them.

#### 9.3.1.8 Open URL

The “open URL” menu item is used to play the audio stream in web page. If you press “Enter” on “open URL” in the “file” menu, or press “Enter-u (dots 1-3-6)” in the “Media Player” dialog box. The dialog box will be displayed. In this dialog box, type the web address of audio stream and press “Enter,” the audio stream will be automatically played.

#### 9.3.1.9 Exit

You can exit from the “Media Player” by selecting “exit” in the “file” menu, or by pressing “Space-z (dots 1-3-5-6)” in the “Media Player” dialog box. Then, the Voice Sense will stop playing (if it is playing a file), and exit from “Media Player” to the “program menu.”

### 9.3.2 Play

The “play” submenu has all of the commands that can be used to control playback. To use this menu, first, press “Space-m (dots 1-3-4)” to call up the “Media Player” menu. Next, press “Space-4.” The Voice Sense will then display “play (p)->.” Then, press “Enter,” and

the “play” submenu will be displayed. You can move to any menu item in this menu by pressing “Space-4” or “Space-1” repeatedly. To go back to the top level in the “Media Player” menu, press “Space-e (dots 1-5).” Press “Space-z (dots 1-3-5-6)” if you want to close the menu and go back to the “Media Player” dialog box. All of the commands that can be used in this menu will be explained in this section.

#### 9.3.2.1 Play

If you press “Enter” on “play,” the Voice Sense will start playing the files in the play list. Also, if you press “Enter” in the “Media Player” dialog box, the Voice Sense will start playing.

#### 9.3.2.2 Previous Track

“Previous track” is used to play the previous file, while a file is being played. You can also do this by pressing “dot 3” in the “Media Player” dialog box.

#### 9.3.2.3 Next Track

This item is used to play the next file in the play list, while a file is being played. You can also press “dot 6” in the “Media Player” dialog box to do this.

#### 9.3.2.4 Back 5 Track

This is used to play the fifth file before the file that is currently being played. You can also press “dots 2-3” in the “Media Player” dialog box to do this.

#### 9.3.2.5 Forward 5 Track

This is used to play the fifth file after the file that is currently being played. You can also do this by pressing “dots 5-6” in the “Media Player” dialog box.

#### 9.3.2.6 First Track

This is used to play the first file in the play list. You can also do this by pressing “dots 1-3” in the “Media Player” dialog box.

#### 9.3.2.7 Last Track

This is used to play the last file in the play list. You can also do this by pressing “dots 4-6” in the “Media Player” dialog box.

#### 9.3.2.8 Volume Up and Volume Down

These options are used to adjust the audio playback volume. Here, the volume level ranges from 0 to 10. You can also adjust the volume level by pressing “Space-up arrow key (up)” or “Space-down arrow key (down)” in the “Media Player” dialog box. The actual volume level depends on the value of “voice volume” that is set in the ”Global options”. For example, if “voice volume” is set to 5, and the volume level in the “Media Player” is set to its maximum 10, the actual volume is 5. If the volume level in the “Media Player” is set to 5, the actual volume level is 2.5.

#### 9.3.2.9 Speed Up and Slow down

You can use these controls to adjust the audio playback speed. The speed level ranges from 1 to 10. You can also adjust the speed level by pressing “dot 3-4-5” or “dot 1-2-6” in the “Media Player” dialog box. “Dot 3-4-5” can increase the audio playback speed, and “dot 1-2-6” can decrease the audio playback speed.

#### 9.3.2.10 Pause

This item is for pausing playback while you are playing a file. If you use this command again, the Voice Sense will start playing again from the position where it stopped playing. You can also do this by pressing “Space” in the “Media Player” dialog box.

#### 9.3.2.11 Stop

This is used to stop playing the file that is currently being played. You can also do this by pressing “Backspace” in the “Media Player” dialog box.

### 9.3.3 Record

This menu item is used to open the “record” dialog box. To open the “record” dialog box, first, press “Space-m (dots 1-3-4)” or “F2” to bring up the “Media Player” menu. Press “Space-4” twice to move to “record (r),” and then press “Enter,” or you can press “r (dots 1-2-3-5).” Then, the Voice Sense will display the “record” dialog box. You can also open this dialog box by pressing “Enter-r (dots 1-2-3-5)” in the “Media Player” dialog box. The “record” dialog box contains an “information” tab and five buttons. You can move between these by pressing “Space-4-5” or “Space-1-2.” You can press the buttons in this dialog box by pressing “Enter” on the button you want to use. You can also press the buttons by typing the character displayed after the button name.

#### 9.3.3.1 Record/Playback Information Tab

This tab is displayed only when the Voice Sense is recording, or when there is a file that has just been recorded. It means that the dialog box does not show any information when the Voice Sense is not recording, or if you exit from the dialog box. The information displayed in this tab includes: a file name, the current status, and two

pieces of time information. The file name is the name of the file containing the sound that is currently being recorded or played. The current status can be one of the following: recording, playing, pause, or stop. The time information that is displayed first is the elapsed time while recording, and the elapsed or remaining time while playing. The time information that is displayed last, when you are recording, is the remaining time. The remaining time is limited by the remaining space on your flashdisk. While playing, the total length of the file in time will be displayed. You can move between time information and other information by pressing “Space-4” or “Space-1.”

#### 9.3.3.2 Record

This is used to start recording. You can also start recording by pressing the “record” button on the front panel of the Voice Sense. While recording, the Voice Sense will display the “recording information” tab. Whenever you start recording the Voice Sense will create a file. The file will be named “record01.wav,” or “record02.wav” etc. The recorded sound will be saved to that file. These files are stored in a special folder. By default, these files are saved in “/flashdisk/media/record.” You can change the saving folder and recoding file type by using the “record settings” option. When recording, you can pause the recording by pressing “space 4-5” to move to the “pause” button, and then press “Enter.” You can also pause by pressing the “record” button on the front panel of the Voice Sense. If you want to resume recording, press “Enter” on the “continue” button, or press the “record” button on the front panel of the Voice Sense again. To stop recording, press “Space-4-5” repeatedly on “record” to move to the “stop” button, and then press “Enter.”

#### 9.3.3.3 Play

This button is used to play the file that has just been recorded. You can also start playing the recorded sound by pressing the “play”

button on the front panel of the Voice Sense. If you have not yet recorded a file after opening the “record” dialog box, pressing “Enter” on the “play” button will not do anything. While playing, the “playback information” tab will be displayed. If you want to pause or stop playing, press “Enter” after moving to the “pause” or “stop” button by pressing “Space-4-5” repeatedly.

#### 9.3.3.4 Stop

This is used to stop recording or playing. If you press “Enter” on “stop” while recording, the Voice Sense will stop recording and show the “recording information” tab. If you press “Enter” on the “stop” button while playing, the Voice Sense will stop playing and show the “playback information” tab. You can also stop recording or playing by pressing the “stop” button on the front panel of the Voice Sense.

#### 9.3.3.5 Pause

This item is used to pause the recording or playing a file while in the Media Player. If you press “Enter” on “pause,” or press the “play/pause” button on the front panel of the Voice Sense, recording or playing will be paused, and the “recording information” or “playback information” tab will be displayed.

#### 9.3.3.6 Continue

If you press “Enter” on “continue” while the current status is “pause,” the Voice Sense will resume recording or playing.

#### 9.3.3.7 Cancel

If you press “Enter” on “cancel,” the Voice Sense will stop recording or playing, close the “record” dialog box, and return to the “Media Player” dialog box. If you press “Enter” on “cancel” while recording, the recorded file will not be saved. If you want to save the recorded

sound to a file, and exit from this dialog box; press “Enter” on “stop,” and then move to the “cancel” button, and press “Enter.” You can also use “Space-e (dots 1-5)” or “Space-z (dots 1-3-5-6)” to cancel.

### 9.3.4 Position Menu

If you want to set a bookmark and delete a bookmark when you are listening to music or an audio file, you can execute the “Position” menu. This menu will also let you jump to the time you want to go to in an audio file.
The “Position” menu has four submenus:

1. Set bookmark
2. Delete bookmark
3. Jump to bookmark
4. Go to time
5. Go To Percent
6. Set Start Point
7. Release Point

You can move between the menus by pressing “Space-4” or “Space-1.” To execute this menu, press “Enter.”

#### 9.3.4.1 Set Bookmark

If you execute this function when you are playing a file, or when a file is paused, a bookmark will be set. A bookmark will mark a specific location, so that you can come back directly to the spot where you placed the bookmark.
To execute this function,

1. Press “Space-m (dots 1-3-4)” or “F2” and move to “Position” by pressing “Space-4.”
2. Press “Enter” on “Position.”
3. Move to “set bookmark” by pressing “Space-4,” and press “Enter.”

4. Or, press “Enter-m (dots 1-3-4)” when playing a file, or when a file is paused.

If you exit the “Media Player” after setting a bookmark, the Voice Sense asks if you want to save the bookmark.
If you select “yes,” the Voice Sense will save the bookmark, at your current position, and play from the bookmark position the next time that you execute the Media Player.
If you select “no,” the Voice Sense will save the bookmark that is already set. If you select “erase,” the Voice Sense will delete the bookmark that is already set.

#### 9.3.4.2 Delete Bookmark

If you execute this function when you are playing a file, or when a file is paused, it will delete the bookmark that was created before.
To execute this function,

1. Press “Space-m (dots 1-3-4)” or “F2” and move to “Position” by pressing “Space-4.”
2. Press “Enter” on “Position.”
3. Move to “delete bookmark” by pressing “Space-4,” and press “Enter.”
4. Or, you can press “Enter-d (dots 1-4-5)” when playing a file, or when a file is paused.

If you execute this function in a file that does not have a bookmark, the Voice Sense will display “There is no bookmark in selected file.”

#### 9.3.4.3 Jump to Bookmark

If you execute this function when you are playing a file, or when a file is paused, it will find a bookmark that has already been created.
To execute this function,

1. Press “Space-m (dots 1-3-4)” or “F2” and move to “Position” by pressing “Space-4.”
2. Press “Enter” on “Position.”
3. Move to “jump to bookmark” by pressing “Space-4,” and press “Enter.”
4. Or, you can press “Enter-j (dots 2-4-5)” when playing a file, or when a file is paused.

If you execute this function in a file that does not have a bookmark, the Voice Sense will display “There is no bookmark in selected file.”

#### 9.3.4.4 Go to Time

If you execute this function when you are playing a file, or when a file is paused, it will move to a time that you specify, and begin playing the file.
To execute this function,

1. Press “Space-m (dots 1-3-4)” or “F2” and move to “Position” by pressing “Space-4.”
2. Press “Enter” on “Position.”
3. Move to “go to position” by pressing “Space-4,” and press “Enter.”
4. Or, you can press “Enter-g (dots 1-2-4-5)” when playing a file, or when a file is paused.
5. The Voice Sense will display “go to position: 0 minute.”
6. Type in time that you want to go, and press “Enter.” If you want to jump to more than an hour, you can use “Space” or “:” characters to distinguish minute from hour. For example, if you wish to type 1 hour and 20 minutes, type the “1”, “Space” or “:”, “20” sequentially. Also you can input 80 minutes by just typing “80.” If there is no “Space” or “:”, the input value is dealt with the minute.

If you type in a longer time than the total playback time, the Voice Sense will display “invalid time,” and play from the paused location.

#### 9.3.4.5 Go To Percent

While playing or in a pause status of file, you can move to the location via a percent in a file.

1) While playing or in a pause status of file, press “Space-M (dots 1-3-4)” or “F2” to call up the menu.
2) By pressing “Space-1” or “Space-4”, move to “Position” menu.
3) Press “Enter”. Or press “a (dot 1)”.
4) By pressing “Space-1” or “Space-4”, move to “Go to percent” menu.
5) Press “Enter”. Or without calling up the menu, press “Backspace-p (dots 1-2-3-4)” while playing or in a pause status of file.
6) Then it will find the edit box asking “Go to percent: XX”.
7) Enter the percent that you want to move to. Enter the number range from 0 to 99.
8) Press “Enter”.
9) It will move to the point of the percent has been entered.

#### 9.3.4.6 Set Start Point

A B repeat mode allows you to play a specific part of an audio file as many times as you wish. This can be useful when learning a new language, and you need to hear the same information in a file over and over again.

To execute A B repeat mode, follow these steps:

1) To set start point, press the “Enter-p (dots 1-2-3-4)” at the point where you want to start the section while playing.
2) Also, press “Space-m (dots 1-3-4)” or “F2” and move to “Position” by pressing “Space-4”. Press “Enter” on “Position.” Move to “Set start point” by pressing “Space-4” and press “Enter".

3) You will hear “Set start point” and the file will keep playing.
4) To set end point, press “Enter-p (dots 1-2-3-4)” at the point where you want to end the section.

Also you can execute A B repeat mode by using “Record button” while playing.

1) Press “Record button” at the point where you want to start the section while playing.
2) To set end point, press “Record button” at the point where you want to end the section.

But it executes record when you press “Record button” while pause and stop.

After “Set end point” message, A B repeat mode allows you to play a specific part of an audio file as many times as you wish. To set how many times a specified region, go to "playback settings" under the "settings" menu.

#### 9.3.4.7 Release Point

To release point, press “Space-e”. Also, press “Space-m (dots 1-3-4)” or “F2” and move to “Position” by pressing “Space-4”. Press “Enter” on “Position.” Move to “Release point” by pressing “Space-4” and press “Enter". After stop playing specified region, the file will keep playing.

### 9.3.5 Mark

You can insert a mark while listening to music or an audio file. The mark function is stored, when you exit the program or play another contents.

If you wish to use the mark function, after calling the menu by press “Space-m (dots 1-3-4)” and move to “mark” by press “Space-4”. And then press “Enter” on “mark.”
The “mark” menu has following submenus.

#### 9.3.5.1 Set Mark

If you set to mark while listening to audio file, after calling the menu and press “Enter” on “mark.” And then move to “set mark” and press “Enter.” Also you can run this function by press “Backspace-m (dots 1-3-4)” without calling the menu. Mark can be inserted up to 1000. The number of the mark will be automatically identified.

#### 9.3.5.2 Move to Mark

You can move to next or previous mark by pressing “Backspace-dot 6” or “Backspace-dot 3.” You can also move to a mark by using menu. Call up the menu by press “Space-m (dots 1-3-4)” and move to “mark.” And then press “Enter” on “mark.” And move to the “previous mark” or the “next mark” and press “Enter.”
You can also move to a mark by the mark number.

1. Call up the menu and press “Enter” on “mark”. And then move to “move to mark.”
2. Press “Enter” on “move to mark.” Or press “Backspace-j (dots 2-4-5)” without calling the menu.
3. Input the mark number in the edit box of “move to mark:” and press “Enter.”
4. If you input non-existing mark number, the edit box of “move to mark:” will be displayed again after “Mark x does not exist” message.

#### 9.3.5.3 Delete Mark

You can delete a mark.

1. Call up the menu and press “Enter” on “mark”. And then move to “delete mark.”
2. Press “Enter” on “delete.” Or press “Backspace-d (dots 1-4-5)” without calling the menu
3. Input the mark number which will be deleted in the edit box of “enter mark name to delete:” and press “Enter.”
4. If you input non-existing mark number, the edit box of “enter mark name to delete:” will be displayed again after “Mark x does not exist” message.

#### 9.3.5.4 Mark Manager

You can open mark manager dialog box to check mark information of the current audio file by pressing “Backspace-k (dots 1-3).” You can also open dialog box by using the menu. Call up the menu by press “Space-m (dots 1-3-4)” and move to “mark.” And then press “Enter” on “mark.” And move to “mark manager” and press “Enter.”
The dialog box consists of “mark list”, “direction button”, “delete button”, “close button”. You can go to each control by pressing “tab (Space-4-5)” or “shift-tab (Space-1-2).”

There are all marks of the current file in the “mark list” with information of “name of mark: setting time of mark”. You can go to the other information in the list by pressing “Space-1” or “Space-4.”
You can delete a mark in the list by pressing “Enter” or “Space-d (dots 1-4-5)” after going to “delete button” by pressing “tab (Space-4-5).”
Also, you can play the contents from the specific mark by pressing “Enter” on the mark name or by pressing “Enter” after going to “direction button” by pressing “tab (Space-4-5).” The mark dialog box is closed after playing the contents.

If you want to close the mark manager dialog box, press “Enter” on “close” button or press “Space-e (dots 1-5).”

### 9.3.6 Settings

Through this menu, you can change settings about recording, playing, and general Media Player options. To use the “settings” menu, press “Space-m (dots 1-3-4)” to call up the “Media Player” menu. Press “Space-4” three times to reach “settings,” and then press “Enter.” Or, you can press “s” in the “Media Player” menu. Then, the “settings” submenu will appear, which contains four items: “configuration,” “playback settings,” and “recording settings” and “Effect settings”.

#### 9.3.6.1 Configuration Dialog Box

If you press “Enter” on the first item, “configuration,” or press “Backspace-c (dots 1-4)” in the “Media Player” dialog box, the “configuration” dialog box will be displayed, which contains the following:, the “display title” option, the “Store position of file if longer than:”, a “confirm” button, and a “cancel” button. You can move between controls by pressing “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)”. And you can move between options by pressing “Space-1” or “Space-4.”

The “display title” option allows you to set whether or not you can hear the track title when you move to previous/next track or transfer to next track automatically. If this is set to “on,” you can hear the track title. The default value is set to “off,” namely you can’t hear the track title when move to previous/next track. You can change the on or off by pressing “Space.”

The “Store position of file if longer than:” option allows you to set the last position of audio file which have playing time more than you designated. The default is set to “off” and it means the last position will not be saved. You can set the value to 5, 10, 30, 60 minutes. If you set the value to 30 minutes, when you move to another audio file

or you exit the Media program, you can save the last position of currently playing audio file if the audio has playing time over 30 minutes. Sometimes when you don't want to save the position of music but want to save the position of audio books, this option is very useful. Once the last position is saved, from that time, you can play the audio from the last position.

To save the changed settings and exit, press "Enter" after you change an option, or move to the "confirm" button by pressing "Space-4-5" repeatedly. If you want to cancel the changes you made, and exit this dialog box, press "Space-e (dots 1-5)," or "Space-z (dots 1-3-5-6)." You can also press "Enter" on the "cancel" button to close the dialog box without changing any options. The options set in this dialog box only have an effect in "Media Player." If "hold" is set to "off," you can call up the "program" menu by pressing "F1," and you can use another program.

#### 9.3.6.2 Playback Settings Dialog Box

If you press "Enter" on "playback settings," or press "p (dots 1-2-3-4)" on the "settings" menu, the "playback settings" dialog box will be displayed. In this dialog box, pressing "Space-4-5" or "Space-1-2" will circulate among setting options, "confirm" and "cancel." The setting options are the "display time" option, the "repeat" option, the "playlist" option, the "shuffle", the "Times to repeat the specified track", the "set speed" option and "time index" option. Press "Space-4" or "Space-1" to move from one option to the next or previous option. You can also open this dialog box by pressing "Enter-s (dots 2-3-4)" in the "Media Player" dialog box.

The "display time" option allows you to set which type of time messages will be displayed in the "playback information" tab. You can set it to either "elapsed time" or "remaining time." You can change its value by pressing "Space" on "time."

The “repeat” option allows you to set whether all files in the play list will be played repeatedly. If it this option is set to “yes,” all files in the play list will be played repeatedly, and if it is set to “no,” the Voice Sense will stop playing after playing the last file in the play list. Again, you can change the value of this option by pressing “Space” on “repeat.”

The next option is “playlist” option. When you want to play audio files from File Manager, you can select multiple files by pressing “Space” and then play files by pressing “Enter.” At this time, if the play list has had a list of audio files, you will be asked if you want to overwrite the play list or you want to append the selected files into the play list. The default value is “overwrite” and it means the play list will be filled with the selected files. And if you press “Space” then the value will be set to “append” and the play list will be appended with the selected files.

The “shuffle” option allows you to set the audio playback order. The default value is set to “off” and you can play audio files in the playlist in order but if you set “shuffle” to “on,” The playlist is reorganized in random. If you have just one audio file in the playlist and you switch the option to “on,” you will encounter message saying “Shuffle mode not available.”

“Times to repeat the specified track” allow you to set how many times you wish to repeat, when you execute section repetition. “Times to repeat the specified track” can be selected the value from 1 to 10 or unlimited. The default setting is 3. Pressing “Space” increases the times to repeat the specified track and “Backspace” decreases the times to repeat the specified track.

The “set speed” option allows you to set the audio playback speed. The speed level ranges from 1 to 10. The default setting is the 5. If you change the value, press “Space” or “Backspace.” The higher the number, audio playback speed is fast.

The “Time index” option allows you to set time to jump. The default value is set to 1 minute. The values are “5 seconds”, “10 seconds”, “30 seconds”, “1 minute”, “3 minutes”, “5 minutes”, “10 minutes”, “15 minutes”, “20 minutes”, “30 minutes” and “1 hour.” You can change the value by the “Space” or “Backspace.”
Also you can change the value of time index by pressing “dot 2” or “dot 5” without calling this option. And if you press “dots 2-5”, you can hear the current time index.
After changing time index, if you press “dot 1” or “dot 4”, you can jump to previous or next position by time index. For example, time index is set to 1 minute. And if you press “dot 1”, you can jump to previous position by 1 minute. And if you press “dot 4”, you can jump to next position by 1 minute and then listen to audio file.

To save the changed settings and exit from this dialog box, press “Enter” after you change all the options you want to change, or move to the “confirm” button by pressing “Space-4-5” or “Space-1-2” repeatedly, and then press “Enter.” If you want to cancel the changes, and exit from this dialog box, press enter on the “cancel” button, or press “Space-e (dots 1-5)” or “Space-z (dots 1-3-5-6).”

#### 9.3.6.3 Record Settings Dialog Box

If you press enter on “record settings” in the “settings” menu, or press “Backspace-s (dots 2-3-4)” in the “media player” dialog box, the Voice Sense will display the “record settings” dialog box, which contains “recording type,” “sample rate” option, “bits per channel” option, “record mode” option, “set folder,” “confirm” button and a “cancel” button. You can move between controls by pressing “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)”. And you can move between options by pressing “Space-1” or “Space-4.”

The “recoding type” allows you to set the default file type of recording file. Its default value is set to “mp3.” You can select between “wav” and “mp3” the value by pressing “Space.”

The three options are used to control the quality of recorded sound. Higher values in “sample rate” and “bits per channel” means a better quality of recorded sound, as well as a larger file size of recorded files. In other words, if you want to record high quality sound, the total time the Voice Sense can record will be shortened. On the other hand, if you set the lower values of these options, the Voice Sense can record sound longer, although the sound quality may not be as good as when these options are set to higher values. You can change these values by pressing “Space.”
When you record the file using the external microphone, you must set to “external mic” the “record mode.” And when you record the file using the line-in-cable, you must set to “line in” the “record mode.” And when you record the file using internal microphone, you must set to “internal mic” the “record mode.”

The “set folder” allows you to set the default folder where the recorded files will be saved. Its default value is set to “/flashdisk/media/record.” To specify a different folder, press “Enter” on “set folder,” and the same dialog box as the “open folder” dialog box will be displayed. Select a folder in the same way as in the “open folder” dialog box.

If you save the changed settings, and exit from this dialog box, press “Enter” after changing all of the options you want to change, or move to the “confirm” button, and press “Enter.” If you want to cancel the changes you made, press “Enter” on the “cancel” button, or press “Space-e (dots 1-5).”

#### 9.3.6.4 Effect Settings Dialog Box

Press “Space-m (dots 1-3-4)”or “F2” in media player program, move to “Settings” menu and press “Enter”. By pressing “Space-4”, move to “Effect settings”. Press “Enter” on “Effect settings” or press “E”. Or

press “Enter-e (dots 1-5) in “Play list tab” or “Playback information tab”.
“Effect settings” dialog box will be displayed, which contains the following: the “Bassboost” option, the “Surround” option, the “3D Effect”, the “Reverb” option, the “Echo” option, a “Confirm” button, and a “Cancel” button. You can move between controls by pressing “Tab (Space-4-5)” or “Shift-Tab (Space-1-2)”. And you can move between options by pressing “Space-1” or “Space-4.”

The “Bassboost” option is used to emphasize bass sound. The value can be entered from 0 to 20 that you want to enter the value in edit box. The higher value you enter, the stronger bass sound you will hear.

The “Surround” option is used to hear ambient sound more efficiently. The value can be entered from 0 to 100 that you want to enter the value in edit box. The higher value you enter, the stronger surround sound you will hear.

The “3D Effect” option is used to hear surround effect more efficiently. The value can be entered from 0 to 100 that you want to enter the value in edit box. The higher value you enter, the stronger 3D sound you will hear.

The “Reverb” option is used to hear reverberation sound more efficiently. The value can be entered from 0 to 100 that you want to enter the value in edit box. The higher value you enter, the stronger reverb sound you will hear.

The “Echo” option is used to hear echo sound more efficiently. The value can be entered from 0 to 100 that you want to enter the value in edit box. The higher value you enter, the stronger echo sound you will hear.

To save the changed settings and exit from this dialog box, press “Enter” after you change all the options you want to change, or move to the “Confirm” button by pressing “Tab(Space-4-5)” or “Shift-Tab(Space-1-2)” repeatedly, and then press “Enter.” If you want to cancel the changes, and exit from this dialog box, press enter on the “Cancel” button, or press “Space-e (dots 1-5)” or “Space-z (dots 1-3-5-6).”

## 9.4 Additional features

### 9.4.1 Moving features using the cursor keys

While playing an audio file, pressing cursor key in ‘Playback information tab’ will move to the specific region which divides 32 sections within an audio file and play.
If you press number 1 cursor key, it will play from the beginning of the file. And if you press number 32 cursor key, it will play from the end of the file.

## 9.5 Hot Keys in the Media Player

1) Hot Keys for the Commands for the File Menu
   Open file: Enter-o (dots 1-3-5)
   Open folder: Enter-f (dots 1-2-4)
   Add file: Backspace-o (dots 1-3-5)
   Add folder: Backspace-f (dots 1-2-4)
   Save play list: Enter-i (dots 2-4)
   Save as play list: Space-s (dots 2-3-4)
   Delete item: Space-d (dots 1-4-5)
   Open URL: Enter-u (dots 1-3-6)

2) Hot Keys for Commands While in the Playback menu
   Play: Enter, Play button
   Previous track: Dot 3, Previous button
   Next track: Dot 6, Next button

Back 5 track: Dots 2-3
Forward 5 track: Dots 5-6
First track: Dots 1-3
Last track: Dots 4-6
Volume up: Space-up arrow key
Volume down: Space-down arrow key
Speed up: Dots 3-4-5
Slow down: Dots 1-2-6
Pause/continue: Space, Play button
Stop: Backspace, Stop button
Change time index: dot 2 or dot 5
Move to next position by time index and play: dot 4
Move to previous position by time index and play: dot 1
Delete play list during stop: Space-d (dots 1-4-5)

3) Hot Keys for the Commands in the Record Dialog Box
Call up the record dialog box: Enter-r (dots 1-2-3-5), Record button
Record: Record button
Pause/continue recording: Space, Record button
Play: Play button
Pause/continue play: Space, Play button
Stop: Backspace, Stop button

4) Hot Keys for the Commands in the Position Menu
Set bookmark: Enter-m (dots 1-3-4)
Delete bookmark: Enter-d (dots 1-4-5)
Jump to bookmark: Enter-j (dots 2-4-5)
Go to position: Enter-g (dots 1-2-4-5)

5) Hot Keys for the Commands in the Mark
Set mark: Backspace-m (dots 1-3-4)
Move to mark: Backspace-j (dots 2-4-5)
Move to previous mark: Backspace-dot 3
Move to next mark: Backspace-dot 6
Delete mark: Backspace-d (dots 1-4-5)

Mark manager: Backspace-k (dots 1-3)

6) Hot Keys for the Commands in the Setting Menu
Configuration dialog box: Backspace-c (dots 1-4)
Hold/resume hole: Previous button-Next button
Playback setting dialog box: Enter-s (dots 2-3-4)
Record setting dialog box: Backspace-s (dots 2-3-4)

7) Hot keys for toggling options.
Toggle “display time” between “elapsed time” and “remaining time”: t (dots 2-3-4-5)
Toggle “repeat” between “yes” and “no”: r (dots 1-2-3-5)
Toggle “shuffle” between “on” and “off”: s (dots 2-3-4)

# 10. FM radio

In order to use “FM radio” program in the Voice Sense, please connect the headphone to the headphone jack of the Voice Sense. The headphone connected to the Voice Sense will work as a FM radio antenna.

In the program menu, please press arrow keys to move to the “FM radio” and press “Enter,” or just press “r (dots 1-2-3-5)” in order to execute FM radio program. Once the FM radio program is executed, your Voice Sense will announce the FM radio frequency. If you had executed the FM radio program, the Voice Sense will tune to the frequency that you listened to and announce the frequency.
For your reference, the frequency range of the Voice Sense is from 87.5MHz to 108MHz.

## 10.1 Listening to radio via internal speakers

When you execute FM radio program after connecting the headphone to the headphone jack, sound from the FM radio will output through the headphone. If you want to listen to the FM radio through not only the headphone but also internal speakers, please set as follows;

(1) Press “Space-x (dots 1-3-4-6)” or “x (dots 1-3-4-6)” while outputting sound from the radio, it enables to output through the internal speakers.

To set enabling the internal speaker using the menu as follows.

(1) Press Space-m (dots 1-3-4) to call the FM radio menu and press “Enter” at “file” menu and then press “Enter” at “settings.”
(2) Or without calling menu, press “Enter-e (dots 1-5)” in order to call the dialog box.
(3) Then the dialog box will be opened and “Internal speaker: No” is announced in voice.

(4) Press “Space” once to switch from “no” to “yes” and press “Enter.”

Then you can hear the FM radio sound from both headphone and internal speakers.
This setting is valid only in the FM radio program. If you exit from FM radio program and hear the sound through speakers, you have to unplug the headphone.

If the external speakers are selected in the “settings” dialog box and “Space-4” is pressed, the Voice Sense will announce “volume.” You can adjust the FM radio volume. FM radio volume can be adjusted without calling dialog box. “Space-down arrow key” will decrease the volume and “Space-up arrow key” will increase the FM radio volume.

## 10.2 Frequency control

During listening to the FM radio, if you want to tune to the other frequency, please press “Space-m (dots 1-3-4)” to call up the menu. Move to “frequency” and press “Enter.”

“Frequency” menu consists of as follows.

1) Previous Frequency
2) Next Frequency
3) Auto Scan Backward
4) Auto Scan Forward
5) Go to Frequency

To move to the list, press “Space-1” or “Space-4”. To execute, press the “Enter”.

Without calling the menu, if you press “dot 2,” your Voice Sense will search the next frequency. If you press “dot 5,” your Voice Sense will search the previous frequency. If you press “dot 6,” the frequency will

increase by 0.1MHz. If you press “dot 3,” the frequency will decrease by 0.1MHz.

You can input the frequency directly by pressing “Space-f (dots 1-2-4).” If you press “Space-f (dots 1-2-4),” then the dialog box will be opened. You can input the frequency in numbers and press “Enter” to move to that frequency.

Besides using the Braille keys on the top panel, you can use audio buttons on the front panel. In order to use the audio buttons on the front panel, the audio mode switch should be moved to “FM” that is the left side of the switch. After setting the audio mode switch, pressing “previous” button will search the previous frequency and pressing “next” button will search the next frequency.

## 10.3 Registration of the channel and move among channels

During listening to the FM radio, you can add the frequency which you are listening to. Please do as follows;

1. Press “Space-m (dots 1-3-4)” to call up the menu and press “Enter” at “presets”
2. And then press “Enter” at “Add preset” or press “Enter-s (dots 2-3-4)” without calling menu.
3. Then Add preset dialog box will be opened and “frequency: (current frequency)” will be announced.
4. Press “Space-4-5.”
5. Then “label:” is announced. Please input the name of the channel to be added.
6. Press “Space-4-5” to move to “confirm” and press “Enter.”

If you want to add the frequency other than the frequency which you are listening to, input the frequency when “frequency: (The current frequency” is displayed in the dialog box.)

After you add all the desired channels, you can move to the previous channel by pressing “dot 1,” and move to the next channel by pressing “dot 4.” Or you can move to the specified channel by pressing the initial letter of the added label.

In order to delete any channel, move to the channel to be deleted and press “Space-d (dots 1-4-5).” If “Space-d (dots 1-2-4)” is pressed, the selected channel will be deleted without any warning message.

You can add and delete channels in the presets manager dialog box. Press “Space-m (dots 1-3-4)” to call menu, press “Enter” at “preset,” move to the “preset manager” and press “Enter.” Or you can press “Enter-m (dots 1-3-4)” without calling menu to open the preset manager dialog box.

Preset manager dialog box consist of “added channel list”, “add” button, “delete” button, “modify” button and “Close” button. You can move from one control to the next control by pressing “tab (Space-4-5 or F3)” or “shift-tab (Space-1-2 or Space-F3).”
If you press “add” button, the “add dialog box” that was explained above is opened. You can add the channels as explained above. And if you want to change the label of the added channel, move to the desired channel item in the added channel list by pressing “Space-1” or “Space-4,” and press “tab (Space-4-5)” to move to the “modify” button and press “Enter.” Then the “modify dialog box” will be opened. The structure of the “modify dialog box” is almost the same as that of “add dialog box.” The difference between these two dialog boxes is that the channel label and frequency are displayed on the “modify dialog box.”
If you want to delete any channel from the added channels, select the desired channel in the channel list and move to “delete” button by pressing “tab (Space-1-2)” and press “Enter.”
In order to exit from the preset manager dialog box, press “Enter” at the “close” button, or just press “Space-e (dots 1-5).”

Adding the channel and move among the added channels are available using audio buttons on the front panel, too. In order to use the audio buttons, audio mode switch should be set to “FM radio.”

If you press “record” button more than 2 seconds, “add dialog box” will be opened. In order to move to the previous channel to be added, press “previous” button for more than 2 seconds. Pressing “next” button for more than 2 seconds will move to the next channel to be added.

Pressing “stop” button for more than 2 seconds will delete the selected channel.

## 10.4 Recording FM radio sound

If you want to record the FM radio, press “Space-m (dots 1-3-4)” to call menu, move to “record (r)” and press “Enter.” Or just press “Enter-r (dots 1-2-3-5)” without calling menu. Then the record dialog box will be opened and the Voice Sense starts recording.
The record dialog box consists of “pause/continue” button, “stop” button, “cancel” button and “record status” status bar. You can move among these controls by pressing “tab (Space-4-5 or F3)” or “shift-tab (Space-1-2 or Space-F3).”

While recording the radio, if you press “Tab (Space-4-5 or F3)” and Enter on “Pause” button or press “a (dot 1)”, recording will pause. And the name of button is changed to “Continue.” If you press “Continue” button or press “g (dots 1-2-4-5)”, recording will be continued. While recording the radio, if you want to stop the recording, press “s (dots 2-3-4). Or press “Tab (Space-4-5 or F3)” and press “Enter” on “Stop” button.

To check time information while recording the radio, press “Space-4”. It will announce the current recording run time and total possible recording time.

Recorded files will be saved in the “flashdisk/media/radio” folder. The file name will be “added channel label (frequency)-xx.wav.” “xx” will start from 01 and increased by one when recording the FM radio sound. If unregistered channel is recorded, “FM radio” will be used as a file name instead of “added channel label.” If you stop recording, the record dialog box will be exited automatically. If you press “Enter” at “cancel” button, the recorded file will not be saved and exit the dialog box.

During recording, you cannot change the channel and frequency.

During listening to the FM radio, you can record without calling the record dialog box by pressing the “record” button on the front panel. Before you use the “record” button out of the audio buttons on the front panel, please set the audio mode switch to the FM radio mode. If you press the “record” button, the record dialog box will be opened and recording will start.

If you press “stop” button on the front panel during recording, recording will stop and the recorded audio file will be saved. If you press the “pause” button during recording, the “pause” button will be changed to the “continue” button. Please press the “continue” button to continue recording. Pressing “previous” button or “next” button will move among controls in the record dialog box.

### 10.4.1 Changing record folder

If you want to change the folder for saving recorded files, please do as follows;

1. Press “Space-m (dots 1-3-4)” to call menu and press “Enter” at “file.”
2. Press “Enter” at “record settings.” Or press “Backspace-s (dots 2-3-4)” without calling menu.

3. Then the record dialog box will be opened and “recoding type: mp3” is announced.
4. Press Space-4-5 to move to “record folder.”
5. Then “record folder: flashdisk/media/radio” is displayed. Press “Enter.”
6. Then the list in the FM radio folder will be displayed. Press “Backspace” to move to upper level folder, and press “Space-1” or “Space-4” to move to desired folder.
7. Press “Space” at the desired folder and press “Enter.”
8. Then “record folder: (Changed folder)” is announced.
9. Press “Space-4-5” to move to “confirm” button and press “Enter.”

In the record settings dialog box, you can set recording type, sample rate, bit per channel and channel. In order to change the recording type, you press the “Space.” And then you can select between “wav” and “mp3.” In order to change the sample rate and bit per channel, press “Space-1” or “Space-4” to move to the desired item to be changed when “sampling rate: 8000Hz” is displayed. At the desired item, press “Space” and change the value. After you change all items as you desire, press “Space-4-5” to move to “confirm” button and press “Enter.”

If the values of sample rate, bit per channel and channels are getting higher, the recorded audio quality will be better. But it requires more large storage space in the flash memory. So please select proper values for your recording purposes.

## 10.5 Additional features

1. Sensitivity adjustment

When you activate the FM radio program, if the Voice Sense cannot tune to the broadcasting frequency, please adjust the sensitivity. In order to adjust the sensitivity, call “settings dialog box” as explained in the Section 10.1. And press “Space-4” to move to “sensitivity” and press “Space” or “Backspace” to adjust the sensitivity. Higher value

will make the Voice Sense FM radio be more sensitive. If the sensitivity is increased, you can tune to more frequencies.

2. Mute

During listening to the FM radio, if you want to make it silent for a while, press “Space.” This is mute function. Pressing “Space” once again will cancel mute mode. Or you can use mute function by pressing “stop” button on the front panel and cancel mute mode by pressing “play” button on the front panel. If mute mode is activated, FM radio sound will not be heard but TTS (text to speech) sound will be heard.

## 10.6 Hot Keys in the FM radio

Call up the sets dialog box: Enter-e (dots 1-5)
Call up the menu: Space-m (dots 1-3-4) or F2
Internal speakers on/off: Space-x (dots 1-3-4-6) or x (dots 1-3-4-6)
Move to next frequency: dot 6
Move to previous frequency: dot 3
Auto previous frequency: dot 2, short press previous button
Auto next frequency: dot 5, short press next button
Go to frequency: Space-f (dots 1-2-4)
Move to previous channel: dot 1, long press previous button
Move to next channel: dot 4, long press next button
Registry channel: Enter-s (dots 2-3-4), long press record button
Delete the channel: Space-d (dots 1-4-5) or long press stop button
Call up the record dialog box: Enter-r (dots 1-2-3-5)
Record start/pause: short press record button
Record stop: short press stop button
Mute on: short press stop button, space
Mute off: short press play button, space
Volume up: Space-up arrow key
Volume down: Space-down arrow key

# 11. Web Browser

You can use the Web Browser on the Voice Sense to read pages on the Internet, as well as reading html books that you have saved to disk. In addition, you can download and read books from places such as Web Braille, and BookShare. Note that you will need to have setup an account in order to access many of the books on these sites.

When you want to launch the Web browser, press “Enter” on the “Web browser” in the “program” menu. Or, you can press “b (dots 1-2)” in the “program” menu. You can also launch the Web Browser by pressing “Space-w (dots 2-4-5-6)” while you are in the “program” menu. When you press these keys, the Voice Sense, will open up a computer edit box. You can then type in the URL that you want to go to. After you type in you’re the web page address, press “Enter,” to open the web page. Then, the Web Browser will open, and take you to the specific URL that you typed in. The Voice Sense will connect to the web page that is registered as the “home page” in the Web Browser. Please note that the Web Browser supports SSL 1.0 to 3.0. A more detailed explanation of the Web Browser can be found within this chapter.

## 11.1 File

The “file” menu can be executed by selecting “file” after pressing “Space-m (dots 1-3-4)” or “F2,” which calls up the Web Browser menu. When you press “Enter” on “file,” you can enter into the “file” menu. To move from one submenu to another submenu, press the up arrow key (“Space-1”) or the down arrow key (“Space-4”). The following is a detailed explanation of the Web Browser “file” menu.

### 11.1.1 Open URL

Press “Space-m (dots 1-3-4)” or “F2” to open the Web Browser menu. Then, move to “file,” and press “Enter.” The first is “open URL.” Press “Enter” to get into the “open URL” edit window, or press “Enter-u (dots 1-3-6)” while the Web Browser is open. When “open URL” is executed, the edit window for an address will be displayed. You will see the address of the current page. You can enter a new web page address that you want to connect to. You need to enter the new address in computer Braille such as “www.yahoo.com.” Then, press “Enter.”

You can check the addresses that have been entered previously by pressing the down arrow key (“Space-4”). Move to the address that you want to open using the up arrow key (“Space-1”) or the down arrow key (“Space-4”), and press “Enter” when the desired URL is displayed on the Braille display. You can go to a specific web page either by typing in a new address, or by selecting one of the previously entered addresses.

If the Voice Sense cannot connect to the desired web page and it only shows progress on the Braille display, press “Backspace-Enter” to stop connecting, and call up “open URL” again. You can type in the address and try to connect again. You can stop the Web Browser from connecting by pressing “Space-z (dots 1-3-5-6). Sometimes, this can happen due to network or Internet problems.

### 11.1.2 Open

In order to enter into “open,” press “Space-m (dots 1-3-4)” or “F2” to call up the “menu,” and press “Enter” on “file.” Go to “open” by pressing “Space-4,” and press “Enter.” Or, you can press “Enter-o (dots 1-3-5)” when the Web Browser is active. Then the “open dialog box” will show up.

“Open dialog box” consists of “file list,” “file name,” “type,” “confirm” button and “cancel” button. You can move among those controls by

pressing “tab (Space-4-5)” or “shift-tab (Space-1-2).” When the “open dialog box” is opened, “file name” will be focused. Type in a file name, and press “Enter,” or press “shift-tab (“Space-1-2”)” to move to the file list. Select the desired file name, and press “Enter.”
The default folder is “/flashdisk/download,” and it can be changed by the same method as explained in the “file manager.”
There are three types of files in “file type”; “*.*,” “htm,” “html.” Default is “*.*” and it means that all types of files will be shown in the file list. At the “file type,” press “Space-1” or “Space-4” to select the file type.
In order to check the current path, press “Space-3-4.” You can use this command in the following dialog boxes: “save as,” “add to favorite,” and the “favorite list.”

### 11.1.3 Save As

In order to execute “save as,” call up the “menu” by pressing “Space-m (dots 1-3-4)” or “F2,” and press “Enter” on “file.” Move to “save as” by pressing “Space-4” and press “Enter,” or press “Space-s (dots 2-3-4)” while the Web Browser is activated. When you press “Enter” on “save as,” the “save as” dialog box will appear. Here you can type in a new file name, and press “Enter” to save the file as a new file. “Save as” will give you the opportunity to save html files with different file names. This is similar to “save as” in the word processor.

In this dialog box, there are “file name” edit combo box, “type” combo box, “confirm” button, “cancel” button and “file list.” You can move among these items by pressing “tab (Space-4-5)” or “shift-tab (Space-1-2).”

The first item to be displayed when “save as” is executed is “file name” edit combo box. You can type in the file name to be saved in this edit box.
If you want to edit the file, please remember that “:” cannot be used in file names. You have to delete “:” if there is one in your file name.

If you want to select the file name from the existing file name, press “shift-tab (Space-1-2)” to move to “file list.” The default folder is “/flashdisk/download.” In order to move to upper level, press “Backspace” and if you want to enter the selected folder or select a file, press “Enter” on the folder or file that you want to select. And press “Space-4” or “Space-1” in order to move next or previous folder or file.

There is a “type” option combo box that is the next item of “file name” edit combo box. You can move from “file name” to “type” by pressing “Space-4-5.” The available file types are htm, html, brl, brf and txt file format. Use “Space-4” or “Space-1” to select the file type that you want.

Press “tab (Space-4-5)” to move to “confirm” and press “Enter” to save as the file name and type as selected. Or, press “tab” again to move to “cancel” and press “Enter” to cancel “save as.”

If you do not want to save with a new file name, press “escape (“Space-e”)” or “exit (“Space-z”).”

### 11.1.4 Page Information

“Page information” shows how many frames, tables and controls are in the current page.

In order to enter into “page information,” press “Space-m (dots 1-3-4)” to call up the “menu,” and press “Enter” on “file.” Move to “page information” by pressing “Space-4” a few times, and then press “Enter.” Or, you can press the letter “i (dots 2-4).”

### 11.1.5 Exit

This command terminates the Web Browser, and returns the Voice Sense to the program list. You can exit from the Web Browser by

pressing “Space-z (dots 1-3-5-6),” or by selecting “exit” from the Web Browser file menu.

## 11.2 Read

The “read” menu can read the page generally. In order to call up the “read” menu, press “Space-m (dots 1-3-4),” and press “Enter” on “read” or press “r.”
The “read” menu has three submenus:

1. Read from beginning to cursor
2. Read from cursor to end
3. Auto scroll

You can move between the menus by pressing “Space-4” or “Space-1.” To execute the menu, press “Enter.”

### 11.2.1 Read from Beginning to Cursor

This function will read the current page from the beginning to the cursor location.

To execute this function, press “Enter” on “read from beginning to cursor” in the “read” menu. Or, you can press “Backspace-g (1-2-4-5)” when you open a web page.

### 11.2.2 Read from Cursor to End

This function will read the current page from the cursor to the end of the current page.

To execute it, press “Enter” on “read from cursor to end” in the “read” menu. Or you can press “Enter-g (1-2-4-5)” when you open a web page.

### 11.2.3 Auto Scroll

This function will scroll the current page from the cursor to the end of the current page.

To execute the “auto scroll” function, press “Enter” on “auto scroll” in the “read” menu. Or, you can press the up and down arrow keys simultaneously when you open a web page.

If you quit this function before the end of current page, you can press “Backspace-Enter.”

For a faster scroll during scrolling, press “Space-6.” For a slower scroll during scrolling, press the “Space-3.”

## 11.3 Edit

“Edit” menu is used to copy any part of the web page or add it to the clipboard.
In order to call up the “edit” menu, press “Space-m (dots 1-3-4),” and press “Enter” on “edit” or press “e (dots 1-5).”

### 11.3.1 Start selection

This command cannot be used on the controls in the web page, but can be used on the text or on the edit box. This means that it cannot be used on the links when setting the block, but it can be used to make selection to make a block on the text or on the edit box of the bulletin board.
In order to use this command, press “Space-m (dots 1-3-4)”, move to “edit” menu by pressing “Space-4” and press “Enter” at the starting point of selection. And press “Enter” on the “start selection.” Then move to the end of selection that you want to select.
You can also set the starting point of the block by pressing “Enter-b (dots 1-2)” without calling up the menu.

### 11.3.2 Copy

The selected part of the web page can be copied to the edit box in the web page, word documents or the edit box of the other programs. To copy the selected part of the web page, press “Space-m (dots 1-3-4),” move to the “edit” menu by pressing “Space-4” and press “Enter.” And move to “copy” by pressing “Space-4” and press “Enter” on “copy.” Or you can copy the selected part by pressing “Enter-c (dots 1-4)” without calling up the menu.

### 11.3.3 Add to clipboard

You can copy various parts of the web page to the clipboard, and then you can copy them to the edit box or the other program at once. In order to add the selected parts of the web page by pressing “Space-m (dots 1-3-4),” move to “edit” menu by pressing “Space-4” and press “Enter.” And press “Space-4” to move to the “add to clipboard” and press “Enter.” Or you can add to the clipboard by pressing “Enter-p (dots 1-2-3-4)” without calling up the menu.

### 11.3.4 Copy URL

When you use the “copy URL” function you can copy the address of the web page that you are on.
In order to copy the address of web page, you press the “Space-m (dots 1-3-4)”, move to “edit” menu by pressing “Space-4” and press “Enter.” And press “Space-4” to move to the “copy URL” and press “Enter.” Or you can copy to URL by pressing “Backspace-d (dots 1-4-5)” without calling up the menu.
The web address of the page will then be placed on the clipboard. You can paste it to a document, or wherever you can paste text on the Voice Sense.

### 11.3.5 Copy Link

The “copy link” function allows you to copy a link in the web page that you are on. For example, if you tab (“space 4-5”) to a link, and select the “copy link” function, then the link will be copied to the clipboard.
In order to copy a link in the web page, you press the “Space-m (dots 1-3-4)”, move to “edit” menu by pressing “Space-4” and press “Enter.” And press “Space-4” to move to the “copy link” and press “Enter.” Or you can copy to link by pressing “Backspace-l (dots 1-2-3)” without calling up the menu.
The link will then be placed on the clipboard, so that you can paste it to a document, or wherever you can paste text in the Voice Sense.

## 11.4 Go To

In order to enter into the “go to” menu, press “Space-m (dots 1-3-4)” or “F2,” and go to “go to” by pressing “Space-4.” Then, press “Enter.” The sub menus are explained in the following sections.

### 11.4.1 Go to Home Page

The first page that your Web Browser loads when the Web Browser opens is called the “home page.” You can set your favorite site as your home page. As soon as your “home page” is set, your Web Browser will show you the same “home page” every time you start the Web Browser.

The default home page is www.hims-inc.com. In order to move to the home page while you are reading another web page, press “Space-m (dots 1-3-4)” or “F2,” and go to the “go to” menu by pressing “Space-4,” and press “Enter.” The first sub menu in the “go to” menu is “go to home page.” You can activate “go to home page” by pressing “Enter,” or by pressing “Backspace-h (dots 1-2-5)” while your Web Browser is opened.

### 11.4.2 Go to Previous Page

The previous page is the page shown just before the current page. For example, when the Web Browser is activated, the first page that opens is the home page that is set as the default home page on the Voice Sense. You can search and load the web page of google, which is www.google.com. Then, the Voice Sense will connect to the Yahoo web page. When “go to previous page” is activated, the Voice Sense will show you the last position in the previous page (the home page) that was displayed before the current page.

In order to move to the previous page, press “Space-m (dots 1-3-4)” or “F2” to call up the “menu,” and go to the “go to” menu by pressing “Space-4,” and press “Enter.” Go to “go to previous page” by pressing “Space-4,” and then press “Enter.” Or, you can press “Backspace-p (dots 1-2-3-4)” or “Backspace” with the left arrow key (“Space-3”). This command does not work on the first page in the Voice Sense because there is no previous page when you first open the Web Browser.

### 11.4.3 Go to Next Page

When you have opened multiple web pages, you can go back and forth from the current page to the previous page, or to the next page. For example, when you first open the Web Browser, you connect to your home page. Then, you connect to the web site of Yahoo, and next, you connect to the Lycos web site. In this case, the next page from the Yahoo web site is the Lycos web site.
In order to move to the next page, press “Space-m (dots 1-3-4)” or “F2” to call up the menu, and then go to the “go to” menu by pressing “Space-4.” Then, press “Enter.” Go to the “go to next page” by pressing “Space-4,” and press “Enter,” or you can press “Backspace-n (dots 1-3-4-5)” or “Backspace” with the right arrow key (“Space-6”). This command does not work on the last page because there is no page after the last page.

### 11.4.4 Go to Previous Heading

If you activate the “go to previous heading” function, you can go to a heading that is located before your current location. To execute the “go to previous heading” function, open the menu by pressing “Space-m (dots 1-3-4)” or “F2,” and press “Space-4” repeatedly to move to the “go to” menu. Press “Enter” on “go to.” Then, use “Space-1” or “Space-4” to move to “go to previous heading,” and press “Enter.” Or, press “u (dots 1-3-6)” in the submenu. To activate this function without opening up the menu, press “Backspace-b (dots 1-2)” while in a web page.

### 11.4.5 Go to Next Heading

If you activate the “go to next heading” function, you can go forward to a heading from your current location. To execute the “go to next heading” function, open up the menu by pressing “Space-m (dots 1-3-4)” or “F2,” and press “Space-4” repeatedly to move to the “go to” menu. Press “Enter” on “go to.” Then, use “Space-1” or “Space-4” to move to “go to next heading.” Then, press “Enter” on “go to next heading.” Or, just press “d (dots 1-4-5)” in the submenu. You can also activate this function without opening up the menu by pressing “Backspace-f (dots 1-2-4)” while you are in a web page.

### 11.4.6 Go to Previous/Next Text

This menu can be used to go to the next text or the previous text while you are reading the web page.
In order to execute the “go to next text” menu, do the following:

1. Call up the menu by pressing “Space-m (dots 1-3-4)” or “F2.”
2. Move to “go to” by pressing “Space-4.”
3. Press “Enter” on the “go to” menu
4. Press “Space-4” until “go to next text” will be displayed. Or, you

can press “a (dots 1)” in order to move to “go to next text” directly.
5. Press “Enter” on “go to next text.”

Or you can call up the “go to next text” menu by pressing “Space-1-2-4-5-6” while the web page is being read.

In order to execute “go to previous text” menu, do the following:

1. Call up the menu by pressing “Space-m (dots 1-3-4)” or “F2.”
2. Move to “go to” by pressing “Space-4.”
3. Press “Enter” on the “go to” menu
4. Press “Space-4” until “go to previous text” is displayed. Or, you can press “b (dot 1-2)” in order to move to “go to previous text” directly.
5. Press “Enter” on “go to previous text.”

Or, you can call up the “go to previous text” menu by pressing “Space-2-4-6” while a web page is being read.

### 11.4.7 Refresh

If a web page opens incorrectly due to a network problem, or if you want to refresh the current page, press “Space-m (dots 1-3-4)” or “F2,” and go to the “go to” menu by pressing “Space-4.” Then, press “Enter.” Go to “refresh” by pressing “Space-4,” and press “Enter,” or you can press “Enter-r (dots 1-2-3-5)” without calling up the menu.

### 11.4.8 History

The “history” is the list of the web page addresses (and their titles) that have been visited either by clicking on a link or by typing in the address directly. When “history” is executed, the Voice Sense will display the titles of the web pages in the history list.

If you have visited a web page such as www.yahoo.com previously, The history list on the Voice Sense will show you the title of the page as, “Yahoo!.”

In order to visit the Yahoo web site by using the history list, first, press “Space-m (dots 1-3-4)” to call up the “menu,” and go to the “go to” menu by pressing “Space-4.” Then, press “Enter.” Go to “history” by pressing “Space-4,” and press “Enter.” You can always open the history list by pressing “Enter-h (dots 1-2-5)” while the Web Browser is running. The Voice Sense will show the history list. Move to the title of the web site that you want to select by pressing “Space-4” or “Space-1.” If you want the “history” list to show the web address, instead of the title, of the website, you can press “Space-I (dots 2-4).” If you press “Space-4,” the display will show the title again, instead of the address. After you move to the desired web site, you should then press “Enter” to connect to that web site.

In order to delete an undesired item from the history list, select that item on the history list, and press the “del key (Space-d (dots 1-4-5)).” And if you want to delete the all file in history list, press the “Enter-a (dot 1)” and press “Space-d (dots 1-4-5).”

The maximum number of items in the history list is 300. If the list exceeds 300 items, the oldest item will be deleted automatically from the history list, and the new item will be added as the first item on the list.

### 11.4.9 Find

This feature is similar to the function of “find” in the word processor. The “find dialog box” will allow you to find text on the current web page.

In order to execute the “find” menu, press “Space-m (dots 1-3-4)” or “F2” to call up the menu, and go to the “go to” menu by pressing

“Space-4.” Then, press “Enter.” Go to “find” by pressing “Space-4,” and press “Enter,” or you can press “Space-f (dots 1-2-4)” while the Web Browser is loaded.

When “find” is executed, the dialog box that contains the edit window for entering text and the searching direction will appear. As in any other dialog box, you can press the “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” to move from one control to another. Enter the text to search for, and select the search direction. Then, press “Enter.” The Voice Sense will then find the text, and move the cursor position to the text.

The default search direction is set to “forward.” This means that the Voice Sense will search for the specified text from the current cursor position to the end of the page. If you want to change the search direction, select “backward,” and then press “Enter.” The selected search direction will remain until the Web Browser is closed, unless you choose the other direction.

### 11.4.10 Find Again

The “find again” function searches the text again in the direction that you have selected. In order to enter into “find again,” press “Space-m (dots 1-3-4)” or “F2,” and go to the “go to” menu by pressing “Space-4.” Then, press “Enter.” Move to “find again” by pressing “Space-4.” Then, press “Enter.” Or, you can press “Enter-f (dots 1-2-4),” which is the hot key for “find again” while the Web Browser is running.

“Find again” finds the text that you have entered in “find.” There is no edit box in “find again.”

### 11.4.11 Links list

This function will list all the links in the current page. If you want to activate it, press “Space-m (dots 1-3-4)” and press “Enter” on “links

list” in “go to” menu. Or without calling up the menu, press “Backspace-i (dots 2-4).” Then you will see “links list dialog box.” In the dialog box, you can find the following controls: “links list,” “focus link” button, “activate link” button, and “cancel” button. You can move control by control by pressing “Space-4-5” or “Space-1-2.” In the “links list,” you can move by pressing “Space-1” or “Space-4.”
If you want to move to the selected page in “links list,” press “Enter” on the link of focus in “links list.” Or move to “activate link” button by pressing “Space-4-5” or “Space-1-2” and press “Enter” there.
If you want to go to the link position selected in “links list,” move to “focus link” button by pressing “Space-4-5,” and press “Enter” there.
To close the dialog box, move to “cancel” button, and press “Enter” there. Or just press “Space-z (dots 1-3-5-6)” or press “Space-e (dots 1-5).”

## 11.5 Favorites

In order to enter into “favorites,” press “Space-m (dots 1-3-4)” or “F2,” and move to “favorites” by pressing “Space-4,” and press “Enter.” If there are web sites that you frequently visit, it would be very inconvenient to enter the long address every time. In such a case, you can add these web site addresses in the “favorites” list. Then, you can visit the web sites that are stored in your “favorites” list by simply selecting the address in the “favorites” list.

### 11.5.1 Set Current As Your Home Page

The “home page” is the web site that you connect to automatically when the Web Browser is opened. The user can set any web site as the home page.

In order to set the “home page,” you have to go to the web page that you want to register as the home page. While the web page is displayed, press “Space-m (dots 1-3-4)” or “F2,” and move to “favorites” by pressing “Space-4.” Then, press “Enter.” Then “set

current as your home page” will be displayed on the Braille display and press “Enter.” Then, the current web site will be registered as your home page automatically, and the Voice Sense will say “Saved as home page,” and it displays the current web page. Or, you can press “Enter-s (dots 2-3-4)” without calling up the menu.

### 11.5.2 Add To Favorites

You can add the web page that you are reading now to the “favorites” list. In order to add the web page to the “favorites” list, press “Space-m (dots 1-3-4)” or “F2,” and move to “favorites” by pressing “Space-4.” Then, press “Enter.” Then, move to “add to favorites” by pressing “Space-4,” and then press “Enter.” You can activate “add to favorites” by pressing “Backspace-a (dot 1)” when the Web Browser is running.

“Add to favorites” is a dialog box that contains the following: a list box that shows the current favorites list (including the folders and files of your favorites), an edit window for the web page address where you can enter, type, confirm, and cancel. You can move from one item to the next by pressing “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)”.

When you open “add to favorites,” the edit window will appear first. In this edit window, you can type in the title of the current web page that you are reading. The extension name (.URL) will be attached automatically to the title name that you have written.

If you want to edit only a part of the current title name, please make sure that you do not use “:” in the title name.
The favorites list will be saved in the “/flashdisk/favorite” folder. This folder is the default folder, and you cannot make your desired folder above this folder (a higher level folder).

If you want to add your “favorites” list to the folder you made, rather than the default folder, press “shift-tab (“Space-1-2”)”, and select the

desired folder by pressing “Space-1” or “Space-4.” Then, press “Enter.”

### 11.5.3 Favorites List

You can check the list of the web sites that are saved in “add to favorites.” The user can copy, delete, or rename the title of the sites in the favorites list.

In order to open the “favorites” list, press “Space-m (dots 1-3-4),” and move to “favorites” by pressing “Space-4.” Then, press “Enter.” Move to the “favorites list” by pressing “Space-4,” and press “Enter.” Or, you can press “Enter-l (dots 1-2-3)” while the Web Browser is running. When you press these keys, the Voice Sense, will display the favorites list dialog box. This dialog box contains the following: the favorites list, an edit window for the title, a type combo box, a confirm button, and a cancel button. You can move from one item to the next by pressing the “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)”.

When the “favorites list” is open, an edit window will appear first. The edit window will display the message, “name:.” You can enter one of the titles that you have entered previously. You can open the web page by pressing “Enter” after entering the title. If there are no titles that match the one you entered, the Voice Sense will say “invalid name” and return to the edit window. If there is a title in the “favorites list,” the Voice Sense will connect to the web page. If you do not remember the exact title, you can find it from the “favorites” list, using the method that is outlined below.

When the edit window appears, press “shift-tab (“Space-1-2”)” in order to move to the “favorites list.” Then the Voice Sense will display the “favorites list.” You can move between folders and files by pressing “Space-1” or “Space-4.”

Press “Enter” on the title of the web site that you want to visit. On this list, folders are enclosed by quotation marks. When you press “Enter” on the folder, you can get into the folder.
You can also edit the titles in the “favorites list.” When the title name is displayed on your display, press the following hot keys and enter your desired text.

In the favorite list, you can find only the files with the file format that was selected in the “type” combo box. Press “tab (Space-4-5)” to move to “type” combo box. In the type combo box, there are two kinds of file formats; “*.*” and “url.” Press “Space-1” or “Space-4” select one out of these two file formats. If you select “*.*” then all types of files will be shown.

## 11.6 Options

Using the “Options” menu, you can set the type that is gets the web page and change default download folder. Also you can clear cookie in the “Options” menu.

In order to execute the “Options” menu,

1) Press “Enter” on “Web browser”.
2) Press “Space-m (dots 1-3-4)” or “F2” to call up the menu.
3) Move to “Options” pressing “Space-4”.
4) Press “Enter.” Or you can press “Backspace-o (dots 1-3-5)” while the Web browser is executing.

### 11.6.1 The Structure and Movement

When you execute the “Options” menu, the below components consist of the structure.

1. “User agent” list
2. “Show visited links”
3. “Default download folder”

4. “Clear cookie”
5. “Confirm” button
6. “Cancel” button

By pressing “Space-1” or “Space-4”, you can move to option items: User agent, Show visited links, Default download folder and Clear cookies. And by pressing “Tab (Space-4-5)” or “Shift-Tab (Space-1-2)”, you can move among controls.

### 11.6.2 Set User Agent

1) Press “Enter” on “Web browser”.
2) Press “Space-m (dots 1-3-4)” or “F2” to call up the menu.
3) Move to “Options” pressing “Space-4”.
4) Press “Enter.” Or you can press “Backspace-o (dots 1-3-5)” while the “Web browser” is executing.
5) It will find “User agent: Windows CE” on the LCD and Braille display.
6) Using the “Space”, you can select one in the “Windows XP”, “Windows CE” and “Pocket PC”.
7) After you select the value that you want, press “Enter”.

It will open the web page which you chosen type.

### 11.6.3 Show visited links

“Show Visited link” is the option displaying the link once user visited web site. The default setting is “On” and it toggles between “On” and “Off” by pressing “Space”.
This option is set to “On”and “Off” as follows:

1) Execute “Web browser” by pressing “Enter” on “Web browser” or simply pressing hot key “b” (dots-1-2) from the main menu.
2) Once the “Web browser” executes, press “Backspace-o (dots-1-3-5)” and then it will say “option dialog box”.
3) Move to “Show visited links” by pressing “Space-4”.

4) “Show visited links: On” will be displayed.

If the setting is “On”, “Visited link” will be displayed.

### 11.6.4 Changing the Default Download Folder

You can change default download folder in “Web browser”.

To change the default download folder, follow these steps:

1) Press “Enter” on “Web browser”.
2) Press “Space-m (dots 1-3-4)” or “F2” to call up the menu.
3) Move to “Options” pressing “Space-4”.
4) Press “Enter.” Or you can press “Backspace-o (dots 1-3-5)” while the “Web browser” is executing.
5) Pressing “Tab (Space-4-5)”, move to “Default download folder”
6) It will find “Flashdisk” list.
   - When you change the different folder in “Flashdisk”: Using the “Space”, select the folder that you want.
   - When you change the different folder of “External memory”: Using the “Backspace”, move to disk. Move to folder that you want to change and select it using “Space”.
7) Press “Enter”.
8) Press “Tab (Space-4-5), move to “Confirm” button.
9) Press “Enter”.

If you want to cancel the change, press “Enter” on “Cancel” button. Or press “Space-z (dots 1-3-5-6)”, regardless of location.

### 11.6.5 Clear cookies

Cookie contains information which can be read in web application whenever user visits the web site. You can clear cookie in “Options” menu in Voice Sense.

To clear cookie, follow these steps:

1) Press “Enter” on “Web browser”.
2) Press “Space-m (dots 1-3-4)” or “F2” to call up the menu.
3) Move to “Options”, pressing “Space-4”.
4) Press “Enter.” Or you can press “Backspace-o (dots 1-3-5)” while the “Web browser” is executing.
5) Pressing “Tab (Space-4-5)”, move to “Clear cookies”
6) Press “Enter” on “Clear cookies”.
7) It will announce “Successfully cleared cookies” and clear cookies.

Without calling menu, pressing “Enter-d (dots 1-4-5)”, it will clear cookie in web page.
If you want to cancel to clear cookies, press “Enter” on “Cancel” button. Or press “Space-z (dots 1-3-5-6)”, regardless of location.

## 11.7 Read Page

On the web page, there are links, controls, and other various elements, as well as text. In order to read web pages properly, the Web Browser should classify each element, and notify the user with its information.

When reading a web page by moving with “Space-4” or “Space-1,” one element will be displayed on one line. The links and controls will be displayed with their respective symbols for the user to distinguish each element.

There is a more detailed explanation of this feature within this section.

### 11.7.1 Moving Between Controls

A control is a link, an edit box, a radio button, or a combo box. These same controls are found in Windows on a personal computer. Web pages also use various kinds of controls for user input. Each control has different purposes. Therefore, the user has to know exactly what type of control is being used. For example, in an edit box, the user enters a text string. In a combo box and list box, the user should select one of the items listed in the combo box or list box. The Voice Sense Web Browser uses symbols to identify what type of control is being used. In order to move from one control to another without reading the text in between controls, the Voice Sense provides the following “move to control” methods:

1. Move to the previous control: “Shift-tab (Space-1-2).”
   This command moves to the nearest previous control from the current position. If there are no more previous controls, the warning sound will be played.
2. Move to the next control: “Tab (Space-4-5)”
   This command moves to the next control from the current position. If there are no more controls, the warning sound will be played.

When you find controls in web pages, the Voice Sense will show control symbols ahead of the contents of the control. The followings are a list of control symbols.

| Control name | Symbol |
|---|---|
| Link | LN |
| Visited link | LNV |
| Anchor | ANC |
| Edit box | EB |
| Multi edit box | MEB |
| List Box | LB |
| Combo box | CB |
| Radio button select | SRB |
| Radio button | URB |

| | |
|---|---|
| unselect | |
| Check box check | SCHB |
| Check box uncheck | UCHB |
| Button | BT |

1. Link: If you press “Enter” on link, you will move to the page that the link is referencing.
2. Visited link: It is the link that you visited last time.
3. Anchor: If you press “Enter” on anchor, you will move to the referenced part of the web page.
4. Edit box: You can start entering the text at the cursor position. After you finish entering the text, press “Space-4” to move to the next item. If there is any text in the edit box, it will be spoken and displayed on the Braille display.
5. Multi edit box: This is similar to the edit box. It is an edit box that allows you to enter plural lines in one edit box. You can start a new line by pressing “Enter.” After you finish entering the text, press “tab (Space-4-5)” in order to move to the next item.
6. List box, combo box: In order to change a selection in the combo box, press “BackSpace-Space-4” or “BackSpace-Space-1.” You can move to the next item by pressing “Space-4.” Also it will renew a page automatically when you change combo box in combo box.
7. Radio button, check box: In order to select or cancel the selection, press “Enter.”
8. Button: If you press “Enter” on a button, you will move to the referenced page.

### 11.7.2 Moving to a Form

A “form” is a page that has all of the controls, except the “link” control. The edit windows, buttons, and combo boxes are included in a “form.” When you navigate some web pages, if there are many links, it would be very cumbersome to navigate to a form because you would have

to push too many “tab” or “shift-tab” keys to get to a form. In this case, you can use the “moving to the form” function.

1. Move to the previous form: Space-1-2-3-4-6
   You can move to the previous form by pressing this key. If there are no previous forms, the Voice Sense will play the warning sound.
2. Move to the next form: Space-1-3-4-5-6
   You can move to the next form by pressing this key. If there are no more forms. The Voice Sense will play the warning sound. If there are no forms on a web page, the Voice Sense will say, “no control.”

### 11.7.3 Table

At the beginning position of the table, the Voice Sense shows the table number, and the number of rows and columns on the table.

For example, there are two big tables (we call these “upper level tables”) on one web page. Each table has 3 sub tables (we call these “lower level tables”) with 3 rows and 2 columns on each. In this case, when the Voice Sense shows the first sub table on the second big table, it displays “table 2-1 3 rows, 2 columns.” At the end of the sub table, the Voice Sense will display “table 2-1.”

If the table consists of only 1 row and 1 column, or empty space that has only border or background, such tables are not considered tables in the Voice Sense.

The Voice Sense provides a way to move table by table, and cell by cell, in order for the user to comprehend the structure of the table. In order to move cell by cell, the cell position and contents of the cell will be displayed. However, the position information will only be announced in voice.

For example, if you have move to a cell that is positioned on the second row and third column, and the content of the cell is “news,” the Voice Sense will announce, “row 2 cell 3 news.” In this case, “row 2 cell 3” will be announced in voice only.

If a table is included in the cell, the Voice Sense will announce “table cell.” If there is not a table in the cell, you will hear “empty cell.”

In the “table cell,” if you want to move to any cell within the lower level table, press “Space-4” to move to the starting line of the lower level table.

Moving by cell is only valid in the table. If this command is executed outside of the table, a warning sound will be played.

1. Move to the previous table: Space-3-4-5-6
   It moves to the starting position of the previous table. If there are no previous tables, the warning sound will be played.
2. Move to the next table: Space-1-4-5-6
   It moves to the starting position of the next table. If there are no more tables, the warning sound will be played.
3. Move to the previous cell: Space-2-3
   It moves to the previous cell. If the current cell is the first cell, it will move to the starting line of the table. If this command is pressed on the starting line of the table, the warning sound will be played.
4. Move to next cell: Space-5-6
   It moves to the next cell. If the current cell is the last cell, it moves to the end line of the table. If it is pressed on the end line of the table, the warning sound will be played.
5. Move to upper cell: Space-3-5
   It moves to the cell in the previous row within the same column. If the current cell is on the first row, the warning sound will be played.
6. Move to lower cell: Space-2-6
   It moves to the cell in the next line, within the same column. If the

current cell is on the last row, the warning sound will be played.

7. Current cell: Space-2-3-5-6
   It announces and displays the content of the current cell again.
8. Move to the previous cell in the upper level table: BackSpace-2-3
   It moves to the previous cell from the current cell that contains the current table. If the current table cell is the first cell of the highest level table, it will show the starting line of the table. It does not work on the highest level table.
9. Move to the next cell of the upper level table: BackSpace-5-6
   It moves to the next cell from the current cell that contains the current table. If the current table cell is the last cell in the highest level table, it moves to the end line of the table. It does not work on the highest level table.
10. Move to the upper cell of the upper level table: BackSpace-3-5
    It moves to the previous row, within the same column, to the table cell that contains current table. If the cell that contains the current table is located on the first row of the upper level table, the warning sound will be played. It does not work on the highest level table.
11. Move to the lower cell of the upper level table: BackSpace-2-6
    It moves to the next row, within the same column, to the table cell that contains the current table. If the table cell that contains current table is at the last row of the upper level table, the warning sound will be played. It does not work on the highest level table.
12. Check the position: Space-1-5-6
    It announces the position of the current cell in the table. It shows the position in voice, such as “table 2-3 row 3, cell 4.”

### 11.7.4 Move to the Frame

1. Move to the previous frame: Space-3-4-6
   It moves to the starting position of the previous frame. If there are no previous frames, the warning sound will be played.
2. Move to the next frame: Space-1-4-6
   It moves to the starting position of the next frame. If there are no

more frames, the warning sound will be played.

### 11.7.5 Playback of Streaming Audio Files

While you navigate any web page, if you come across a link for streaming audio file, you can simply press “Enter” on it. Then the Media player program will be launched or activated with lists of address inside of the streaming file and the streaming audio file on the first address will be played. The possible formats of streaming file are “m3u”, “pls”, “asf”, “asx.”

For other formats besides above 4 formats, if you press “Enter” on it, the Web browser program will play the streaming audio file directly. When you play the streaming audio file in the Web browser, the “add to favorites” dialog box will be appeared in order to quickly play the file later through the File Manager or Web Browser program. You can then add the streaming address into “favorite list” and the streaming file will be saved with “ASF-” at the begging of file name. “ASF” denotes that the link is a streaming audio file.

While you play a streaming audio file in the Web Browser, if you exit the Web browser program or you lost the internet connection, the streaming audio file will be stopped playing.
You can use following playback commands in Web Browser while playing any streaming audio file.

1. Play: “Play” button on the front panel
2. Stop: “Stop” button on the front panel
3. Turn up the volume: Space-up arrow key
4. Turn down the volume: Space-down arrow key

Playback of a streaming audio file does not stop if you switch to another program, until you press the “stop button” on the front panel after you come back to “Web Browser.”

You can download real audio files but not play them in the Web Browser.

## 11.8 Hot keys in the Web Browser

### File Menu

Open URL: Enter-u (dots 1-3-6)
Open: Enter-o (dots 1-3-5)
Save as: Space-s (dots 2-3-4)
Information: Enter-I (dots 2-4)
Exit: Space-z (dots 1-3-5-6)

### Read Menu

Read from beginning to cursor: Backspace-g (dots 1-2-4-5)
Read from cursor to end: Enter-g (dots 1-2-4-5)
Auto scroll: Up arrow key-down arrow key

### Edit menu

Start selection: Enter-b (dots 1-2)
Copy: Enter-c (dots 1-4)
Add to clipboard: Enter-p (dots 1-2-3-4)
Copy URL: Backspace-d (dots 1-4-5)
Copy link: Backspace-l (dots 1-2-3)

### Go to menu

Go to the home page: Backspace-h (dots 1-2-5)
Go to the previous page: Backspace-Space-3 or Backspace-p (dots 1-2-3-4)
Go to the next page: Backspace-Space-6 or Backspace-n (dots 1-3-4-5)
Go to previous heading: Backspace-b (dots 1-2)
Go to next heading: Backspace-f (dots 1-2-4)
Go to previous text: Space-2-4-6
Go to next text: Space-1-2-4-5-6
Refresh: Enter-r (dots 1-2-3-5)

Open the history list: Enter-h (dots 1-2-5)
Check the address of the selected title in the history list: Space-i (dots 2-4)
Find: Space-f (dots 1-2-4)
Find again: Enter-f (dots 1-2-4)
Links list: Backspace-i (dots 2-4)

**Favorites**
Set current as your home page: Enter-s (dots 2-3-4)
Add to favorites: Backspace-a (dot 1)
Favorites list: Enter-l (dots 1-2-3)

**Options setting: Backspace-o (dots 1-3-5)**

**Hot Keys When Playing Audio Files in the Web Browser**
Turn up the volume: Space-up arrow key
Turn down the volume: Space-down arrow key
Play: Play button of the front panel
Stop: Stop button of the front panel

**Reading Web Pages**
Move between controls
Move to the previous control: Shift-tab (Space-1-2)
Move to the next control: Tab (Space-4-5)
Select the next item in the combo box (list box): BackSpace-Space-4
Select the previous item in the combo box (list box): BackSpace-Space-1

Moving to the form
Move to the previous form: Space-1-2-3-4-6
Move to the next form: Space-1-3-4-5-6

**Table navigation hot keys**
Move to the previous table: Space-3-4-5-6
Move to the next table: Space-1-4-5-6

Move to the previous cell: Space-2-3
Move to the next cell: Space-5-6
Move to the upper cell: Space-3-5
Move to the lower cell: Space-2-6
Read current cell: Space-2-3-5-6
Move to the previous cell of the upper level table: BackSpace-2-3
Move to the next cell of the upper level table: BackSpace-5-6
Move to the upper cell of the upper level table: BackSpace-3-5
Move to the lower cell of the upper level table: BackSpace-2-6
Check the current position: Space-1-5-6

Move to frame
Move to the previous frame: Space-3-4-6
Move to the next frame: Space-1-4-6
Read the current line: Space-r (dots 1-2-3-5)

## 11.9 What the Web Browser Does Not Support

1. Images are not supported.
2. Any executable files on web sites cannot be executed. It is because the operating system on the Voice Sense is different from the operating system on a personal computer.
3. A web page using flash can be opened, but the flash content may not be read.
4. Some web pages that use JavaScript cannot be opened.

# 12. DAISY Player

Using the DAISY Player, on the Voice Sense, you can listen to files and read books that use the DAISY format. DAISY is an acronym for (DIGITAL ACCESSIBLE INFORMATION SYSTEM). One advantage to DAISY books is that you can listen to the audio as well as read the associated text with the audio. The Voice Sense supports DAISY books that are version 3.0 or earlier. When you want to run the player, press “Enter” on “DAISY Player” in the “program” menu, or press the shortcut key “d (dots 1-4-5)” in the Voice Sense “program” menu. When you run the DAISY Player, you will see all of the disks available on the Voice Sense (regardless of whether each disk has DAISY-formatted files or not). You can navigate through the list with “Space-1” or “Space-4.” You can open a disk containing DAISY-formatted files by pressing “Enter” on the name of the disk. After opening the disk, you will find all of the folders that are on the disk, and any DAISY file titles that are on the disk that you have opened. Once you find a DAISY file that you want to open, press “Space” to select it. Then, press “Enter” to play the file.

If you have DAISY files in a folder on a disk, you can go in to the folder by pressing “Enter” on the folder. Make sure that you do not press “Space” on the folder. You will find all of the folders on the disk, and you can navigate through the disk by using the same navigation keys that are used in the file manager. Then, you can go to the folder that has the DAISY files that you want to read or listen to. Press “Space” to select the folder, and press “Enter” to play the DAISY file. If you only have one DAISY file, it will automatically start playing after showing the title.You can play the DAISY file by pressing “Enter” on the selected file after navigating the file list with “Space-1” or “Space-4.” If you replay a file that you have listened to before, you can start listening to the file at the location where you stopped earlier. While playing Text Daisy with voice off, “Read from cursor to end” won't work. To stop playing a file, press “Space-z (dots 1-3-5-6),” which will

move you to the prompt box. Once there, you can select “yes” or “no” with “Space” or “Backspace.” When you want to exit from the DAISY Player, press “Space-z (dots 1-3-5-6),” which will move you to the prompt box. Once in the prompt box, you can select “yes” or “no” with “Space” or “Backspace.”

You can open the DAISY Player menu by pressing “Space-m (dots 1-3-4)” or “F2” when you are in the DAISY Player. In the menu, you will find “file,” “document,” “mark,” and “heading.” You can move between these menu items with “Space-1” or “Space-4,” and press “Enter” when you want to activate the selected menu item.

You can also play the DAISY contents using the audio buttons on the front panel. In order to use the audio buttons to control the DAISY player, the audio mode switch that was explained in the Section 2.11 (Switching audio mode) should be set to DAISY mode that is the center of the audio mode switch. Once the audio mode is set to DAISY mode, you can play the DAISY contents by pressing “play” button on the front panel. Also you can pause the DAISY player by pressing “play” button on the front panel when playing the DAISY contents. How to use the audio buttons to control the DAISY player is explained in the following sections.

## 12.1 Components of the DAISY Player

While playing the Daisy, you will find four controls components:

1) “heading”
2) “Information”
3) “Play”
4) “Pause”

You can move between the controls with “tab (“F3” or “Space-4-5”)” or “shift-tab (“Space-F3” or “Space-1-2”).” While playing a file in the DAISY Player, you will find a “heading,” which will show you a

prefixed heading or affixed text if one has been prepared. In “information,” you can find the current page, level, phrase, elapsed time, and running time. You can move between these items with “Space-1” or “Space-4.” You can press “Enter” on “pause” or “play,” which will let you pause or play the audio. If you are anywhere in the four control components, you can play or pause by pressing “Space.”

## 12.2 File

When in the “file” menu, you can open a new DAISY file, check file information on the file that is currently open, and set voice parameters. You can open the “file” menu by pressing “Space-m (dots 1-3-4)” or “F2,” and then press “Enter” on “file.” Or, you can press “f (dots 1-2-4).” In the “file” menu, you will find items such as, “open DAISY,” “voice settings,” “book-info,” and “exit.” You can move between these items with “Space-1” or “Space-4.” You can activate the selected item by pressing “Enter.”

### 12.2.1 Open DAISY

You can open another DAISY file with using “open DAISY.” To get to “open DAISY,” press “Space-m (dots 1-3-4) to call up the menu, and then press “tab (“Space-4-5”) until you hear “open DAISY.” Or, you can use the hot key “Enter-o (dots 1-3-5)” without pressing “Space-m (dots1-3-4).”
When you activate “open DAISY,” you can see the disk list while pausing or playing a file.

You can open “open DAISY” dialog box by long pressing “stop” button when play or pause the DAISY contents. And if you long press the “stop” button again, this dialog box will close. And then return to the previous position.
“Play” button is same function as “Enter” in “open DAISY” dialog box. Also “stop” button, “record” button, “previous” button and “next” button is same function as “Backspace”, “Space”, “Space-1” and “Space-4”

in “open DAISY” dialog box.
Namely, you can move to up and down by pressing “previous” and “next” button in list of “open DAISY” dialog box. And you can select and unselect by pressing “record” button. If you press “stop” button, you can move to upper folder. And if you press “play” button, you can play the selected file in file list of “open DAISY” dialog box.
In order to use this function, you must set the audio mode switch to “DAISY mode.”

### 12.2.2 Voice Settings

In the “Voice Settings,” you can set the Daisy player voice parameters.
To execute voice settings, follow these steps:

1) Press “Space-m (dots1-3-4)” or “F2” to call up the menu.
2) Move to “Voice Settings,” which is located under the “File” menu and press “Enter”. Or press “s (dots 2-3-4)”.
3) Also you can directly activate the “Voice Settings” by pressing “Enter-s (dots 2-3-4).”

It will open the “Voice Settings” dialog box.
In the dialog box,

1. DAISY play type(It will show while playing text+audio DAISY)
2. Voice control
    1) Set speed
    2) Set volume
    3) Set to control information of contents
3. Confirm
4. Cancel

You can move between the four controls with “Tab (Space-4-5)” or “Shift-Tab (Space-1-2).” In “voice control,” you can move between “Set speed”, “Set volume” and “Set to control information of contents” with “Space-1” or “Space-4”.

If you cancel this function, press “Space-e (dots 1-5) or “Space-z (dots 1-3-5-6)”.

#### 12.2.2.1 DAISY play type

It will show while playing text+audio DAISY. You can use this function when you play the text+audio DAISY. The default setting is “Audio”. It will play with audio in text+audio Daisy. If you set the “Text”, it will play with text in text+audio Daisy.
To change the setting value, press “Space-1” or “Space-4”.After changing the setting value, press “Enter”. Or press “Tab (Space-4-5)”, move to “Confirm” and press “Enter”.
Without calling the menu, you can directly this function by pressing “Enter-t (dots 2-3-4-5)”.

#### 12.2.2.2 Volume and Speed

You can increase the levels of speed and volume with “Space,” and decrease them with “Backspace”. After setting the levels, press “Enter” to confirm your choice.
Without using the “Voice Settings” menu, you can increase or decrease the speed and volume.

1. Increase the speed: dots 3-4-5
2. Decrease the speed: dots 1-2-6
3. Increase the volume: Space-Up scroll button
4. Decrease the volume: Space-Down scroll button

#### 12.2.2.3 Set to control information of contents

You can use this function when you play the NIMAS Daisy. The default setting value is “On”. To change the setting value, press “Space” or “Backspace”.

If you set “On”, it shows symbol of controls and information while playing NIMAS Daisy.

NIMAS Daisy control includes “image”, “description”, “caption”, “prodnote, “table”. “image” is displayed on the braille display as “img”. “desc” is for “description” and “prodnote”. “cap” is for “caption”. “tdt is for “table”.

### 12.2.3 Book-Info

Using “book-info,” you can check the information on the file that is currently playing. Press “Space-m (dots 1-3-4)” and press “Enter” on “file.” Press “Space-4” repeatedly to move to “book-info” and press “Enter” on “book-info.” Or you can activate “book-info” by pressing “Enter-i (dots 2-4).” Activating “book-info” will open the “book-info” dialog box without stopping the playing of the file. In the dialog box, you will find one state box that contains “running time and pages,” another state box that contains the “mark information,” and “close.” You can move between the three controls with “tab (Space-4-5)” or “shift-tab (Space-1-2).” In the first state box, you will find “total time,” “read time,” “remaining time,” “total pages,” “current page,” and “remaining pages.” In the other state box, you will find the “total marks” and “mark page.” You can move between the items with “Space-1” or “Space-4.” If you want to close the dialog box, press “Enter” on “close,” which will return you to the current file.

### 12.2.4 Exit

When you want to quit the DAISY Player, press “Space-m (dots 1-3-4)” or “F2,” and press “Enter” on “file.” And press “Space-4” repeatedly to move to “exit” and press “Enter” on “exit.” Or, you can press “Space-z (dots 1-3-5-6)” without using the “exit” menu. While exiting, you will hear the message “Exit DAISY player. Are you sure?” Then, press “Enter” on “yes,” which is the default; or if you do not

want to exit, you can select “no” by pressing “Space,” and then press “Enter.”

## 12.3 Document

When in the “document” menu, you can move by phrase or level while playing. If you want to activate the “document menu,” press “Space-m (dots1-3-4)” and then press “d (dots 1-4-5).” In this menu, you will find items such as, “play/pause,” “previous phrase,” “next phrase,” “previous page,” “next page,” “go to page,” “up level,” and “down level.” You can move between these items with “Space-1” or “Space-4.” To activate a menu item, select the menu item, and then press “Enter.”

### 12.3.1 Play and Pause

You can access “play/pause” in the menu by pressing “Space-m (dots 1-3-4)” or “F2,” and then press “Enter” on “document.” Then, use “Space-4” to move to “play/pause,” and press “Enter.” You can also activate “play/pause” without calling up the menu by pressing “Space.” While playing, you can move to the beginning of a document by pressing “Space-1-2-3” or “Space-1-3.” You can move to the last phrase by pressing “Space-4-5-6” or “Space-4-6.”

### 12.3.2 Move by Phrase

You can access this command in the menu by pressing “Space-m (dots 1-3-4)” or “F2,” and then press “Enter” on “document.” Then, use “Space-4” to move to “previous phrase” or “next phrase,” and press “Enter.” You can move to the next, previous, next fifth, or previous fifth phrase without calling up the menu by pressing “dot 6,” “dot 3,” “dot 4,” or “dot 1,” respectively.
Also you can move to the previous or next phrase without calling up the menu by a short pressing “previous” button or “next” button in the

front panel. In order to move by phrase with “previous” or “next” button, you must set the audio mode switch to “daisy mode.”

### 12.3.3 Move by Page

You can access this item in the menu by pressing “Space-m (dots 1-3-4)” or “F2,” and then press “Enter” on “document.” Then, use “Space-4” to move to “previous page,” “next page,” or “go to page,” and press “Enter.” You can move to the next or previous page without calling up the menu by pressing “Space-3-4-5” or “Space-1-2-6” during play or pause. You can jump to whatever page you want to go to by pressing “Enter-g (dots 1-2-4-5).” If you activate “go to page,” you will find an edit box asking “move to page number”” Here you can type in the page number that you want to move to. Press “Enter,” and the Voice Sense will move you to that page.

### 12.3.4 Move by Level

You can access this function in the menu by pressing “Space-m (dots 1-3-4)” or “F2,” and then press “Enter” on “document.” Then, use “Space-4” to move to “move up” or “move down,” and press “Enter.” Or, you can move up and down without calling up the menu by pressing “dot 2” or “dot 5.” You can set the level by pressing “dots 5-6” or “dots 2-3.” Namely, if the level is set to 3, you can move through the level 1, 2 and 3 and if the level is set to 1, you can move through the level 1 only.

### 12.3.5 Move by Time Index

You can use this function as follows.

1. While playing audio DAISY file or in pause status.
2. While playing with audio in audio+text DAISY or in pause status.

The setting values are “5 seconds”, “10 seconds”, “30 seconds”, “1minute”, “3 minutes”, “5 minutes”, “10 minutes”, “15 minutes”, “20 minutes”, “30 minutes” and “1 hour”.

To set previous time index, follow these steps:

1) Press “dots 1-2”. Every time you press the dots 1-2, Voice Sense toggles between 30, 10, or 5 seconds; 1 hour and 30 minutes.
2) Choose the setting value you want.

To set next time index, follow these steps:

1) Press “dots 4-5”. Every time you press the dot s 1-2, Voice Sense toggles between 5, 10, or 30 seconds: 1 minute, 3 minutes and 5 minutes.
2) Choose the setting value you want.

The moving mode to move by a specified amount of time is as follows.

1. Move to previous time: Press “dots 2-3-6”. If you set “5 minutes”, it will move to previous position by 5 minutes.
2. Move to next time: Press “dots 3-5-6”. If you set “5 minutes”, it will move to next position by 5 minutes.

### 12.3.6 Move by Text Index

You can use this function as follows.

1. While playing text DAISY file or in pause status.
2. While playing with text in audio+text DAISY or in pause status.

The setting values are “Phonetic”, “Character”, “Word” and “Sentence”.

To set previous text index, follow these steps:

1) Press “dots 1-2”. Every time you press the dots 1-2, Voice Sense toggles between “Sentence”, “Word”, “Character” or “Phonetic”.

2) Choose the setting value you want.

To set next text index, follow these steps:

1) Press “dots 4-5”. Every time you press “dots 4-5”, Voice Sense toggles between “Phonetic”, “Character”, “Word” and “Sentence”.
2) Choose the setting value you want.

When you set the value, to move by the setting value, follow these steps:

1. Move to previous text: Press “dots 2-3-6”. If you set “Sentence”, it will move to previous position by sentence.
2. Move to next text: Press “dots 3-5-6”. If you set “Sentence”, it will move to next position by sentence.

## 12.4 Mark

When you are in the “mark” menu, you can put in a mark or jump to a mark while you are playing a file. You can open the “mark” menu by pressing “Space-m (dots1-3-4)” or “F2,” and then “m (dots 1-3-4).” When you are in the “mark” menu, you will find the following sub-menus: “previous mark,” “next mark,” “set mark,” “move to mark,” and “delete mark.” You can move between the sub-menus with “Space-1” or “Space-4.”

### 12.4.1 Previous Mark

The “previous mark” function will allow you to move to a location where you have placed a mark. If you have passed a mark while listening to a DAISY Player file, you can move to that mark by using the “previous mark” function. You can access the “previous mark” function by pressing “Enter” on “mark,” and then move to “previous mark” by pressing “Space-4” and press “Enter.” Or just press “p (dots 1-2-3-4)” to execute “previous mark.” Then, press “Enter” on

“previous mark.” You can also move to the previous mark by pressing “Space-3” during reading DAISY contents.

### 12.4.2 Next Mark

The “next mark” function will allow you to move to a location where you have placed a mark. If you have placed a mark in a DAISY Player file, and you have not yet passed it, you can move to that mark by using the “next mark” function. You can access the “next mark” function by pressing “Enter” on “mark,” and then move to “next mark” by pressing “Space-4” and press “Enter.” Or just press “n (dots 1-3-4-5)” to execute “next mark.” Then, press “Enter” on “next mark.” You can also move to the previous mark by pressing “Space-6” during reading DAISY contents.

### 12.4.3 Set Mark

You can set a mark anywhere you want while playing a file. You can set a mark in the “set mark” menu. Otherwise, you can set a mark by pressing “Enter-m (dots 1-3-4).” You can also activate this function by pressing “Space-m (dots 1-3-4)” or “F2.” Then, press “Enter” on “mark.” Use “Space-4” to move to “set mark,” and then press “Enter.” Or press “m (dots 1-3-4)” when you are in the “mark” menu. The “set mark” dialog box will then open, which will ask you to “enter mark name:.” Enter the number of the mark that you want to insert between 1~1,000.

### 12.4.4 Move to Mark

Without using the menu, you can move to the next or previous mark by pressing “Space-6” or “Space-3” during play/pause. You can also move to the mark you want by pressing “Enter-j (dots 2-4-5).” You can also access this feature in the menu by pressing “Space-m (dots 1-3-4)” or by pressing “F2.” You can then, use “Space-4” to move to

“mark,” and press “Enter.” Or, you can press “j (dots 2-4-5)” when you are in the “mark” menu. If you activate the “move to mark” function, you will find the edit box asking “mark name to move to:.” Here you can type in the mark name that you want to go to. Make sure that you have already set a mark. Otherwise, you will not be able to move to a mark.

### 12.4.5 Deleting a Mark

Without using the menu, you can activate the “delete mark” function by pressing “Space-d (dots 1-4-5).” You can also activate this function by pressing “Space-m (dots 1-3-4)” or “F2.” Then use, “Space-4” to move to “mark” and press “Enter.” Then, use “Space-4” to move to “delete mark,” and press “Enter” on “delete mark.” If you activate the “delete mark” function, an edit box will appear asking, “enter mark name to delete:.” Make certain that you want to delete the mark that you have entered. If you type in a mark in this edit box, the mark name will be deleted without pressing “Enter.”

## 12.5 Heading

When in the “heading” menu, you can move in a document by your text heading, or you can search a heading while the DAISY Player is playing. You can open the “heading” menu by pressing “Space-m (dots1-3-4)” or “F2,” and then press “h (dots 1-3-5).” Then, you can see the sub-menu: “previous heading,” “next heading,” “scan heading,” “read heading,” “first heading,” “last heading,” “find heading,” and “find again.” You can move between the sub-menu items with “Space-1” or “Space-4.”

### 12.5.1 Move by Heading

While playing a DAISY file, you can move heading by heading without using the “heading” menu. You can move to the next, previous, first,

and last heading by pressing “Space-5,” “Space-2,” “Space-2-3,” and “Space-5-6,” respectively.

Also you can move to the previous or next heading without calling up the menu using audio buttons on the front panel. Before you use this feature, you have to set the audio mode button on the front panel to “daisy mode.” In order to move to previous or next heading, press “previous” or “next” button for about 2 seconds and release it. Then it will move to the previous or next heading.

### 12.5.2 Move to Specific Heading

While playing a DAISY file, you can move specific heading without calling the menu.

In order to move to specific heading, follow these steps:

1) Press “Enter-h (dots 1-2-5)” while playing a DAISY file.
2) It shows “Current Heading: xx Total heading: yy. Enter the heading number to move to:”.
3) Type heading number that you want to move.
4) Press “Enter”.

It will move to the selected heading and the DAISY file will start playing.

### 12.5.3 Find Heading

You can find any heading you want while playing a DAISY file. Without using the “find heading” menu, you can activate “find heading” by pressing “Space-f (dots 1-2-4).” When you have pressed this hot key, you will see a dialog box that shows the message, “heading to find:” You will also see a “search direction:,” a “confirm” button, and a “cancel” button. You can move between the four items with “tab (Space-4-5)” or “shift-tab (Space-1-2).”

At the “heading to find:” edit box, you can input the mark name that you want to find. And select the searching direction to “previous” or “next” at “search direction” prompt by pressing “Space.”

### 12.5.4 Scan Heading and Read Heading

While playing a DAISY Player file, you can check your current heading (or heading list) from your current location to the last heading. You can scan them by activating the “read heading” or “scan heading” in the “heading” menu.

Without using the menu (pressing “Space-m (dots1-3-4)” and then “h (dots 1-2-5”)”), you can check the current heading (in the file that is currently being played) by pressing “Enter-w (dots 2-4-5-6).” If you activate this function, you will see the current heading name and level. By pressing “Enter-n (dots 1-3-4-5),” you can scan the heading list from the present to the end. If you activate the “scan heading” menu, you will see the heading list from the present to the end. In the list, if you find one that you want to listen to, press “Enter” or “Space” to play it. Using this method, you are able to skip other headings and play what you want. If you want to cancel the scan heading function, press “Space-e (dots 1-5)” or “Space-z (dots 1-3-5-6).” Then, you will be returned to where you were before.

### 12.5.5 Find Phrase

You can find phrase that you want to move while playing a DAISY file or in a pause status.

To execute this function, follow these steps:

1) Press “Space-m (dots 1-3-4)” or “F2” to call up the menu.
2) It shows “File”.
3) Press “Space-4”, move to “Heading”.
4) Press “Enter” on the “Heading”. Or press “h (dots 1-2-5)”.
5) It shows “Previous heading”.

6) Press “Space-4”, move to “Find Phrase”.
7) Press “Enter” on the “Find Phrase”. Or press “s (dots 2-3-4)”.

Without calling the menu, you can execute directly it by pressing “Space-s (dots 2-3-4)”.

While executing the “Find Phrase”, it will open “Find Phrase dialog box”. The “Find Phrase dialog box” consists of as follows.

1. Phrase to find
2. Search direction
3. Confirm
4. Cancel

You can move between 4 controls by pressing “Tab (Space-4-5)” and “Shift-Tab (Space-1-2)”.

To find Phrase, follow these steps:

1) You can type phrase that you want to find in “Phrase to find” edit box. You don't need to type whole phrase.
   If there is no phrase that you want to find, it will hear “No more phrases found”.
2) Press “Tab (Space-4-5)”, move to “Search direction”. The default setting is “Next”. The options that you can choose from for this setting are, “Next” and “Previous”. To change setting value, press “Space”.
   · Next: It will find phrase from the next direction of current location.
   · Previous: It will find phrase from the previous direction of current location.
3) After setting the “Search direction”, press “Enter”. Or press “Tab (Space-4-5)”, move to “Confirm. Press “Enter” on the “Confirm”.
4) It will play from the searched phrase.

If you want to cancel the “Find Phrase”, press “Enter” on the “Cancel”. Or press “Space-z (dots 1-3-5-6)”.

## 12.6 Hot Keys in the DAISY Player

**Play**
Play/Pause: Space
Move to the beginning of document: Space-1-3 or Space-1-2-3
Move to the last phrase: Space-4-6 or Space-4-5-6
Increase the speed: dots 3-4-5
Decrease the speed: dots 1-2-6
Increase the volume: Space-up arrow key
Decrease the volume: Space-down arrow key

**Move by Phrase**
Move to the next phrase: dot 6 or short press “next” button
Move to the previous phrase: dot 3 or short press “previous” button
Move to the next fifth phrase: dot 4
Move to the previous fifth phrase: dot 1

**Move by page**
Move to the next page: Space-3-4-5
Move to the previous page: Space-1-2-6
Go to the page: Enter-g (dots 1-2-4-5)

**Move by level**
Move up: dot 2
Move down: dot 5
Set to prior level: dots 2-3
Set to next level: dots 5-6

**Move by heading**
Move to the next heading: Space-5 or long press “next” button
Move to the previous heading: Space-2 or long press “previous” button

Move to the last heading: Space-5-6
Move to the first heading: Space-2-3

**Heading**
Find heading: Space-f (dots 1-2-4)
Find again: Enter-f (dots 1-2-4)
Check the currently-reading level and heading: Enter-w (dots 2-4-5-6)
Scan the heading list from the present to the end: Enter-n (dots 1-3-4-5)
Move to Specific Heading: Enter-h (dots 1-2-5)
Find Phrase: Space-s (dots 2-3-4)

**Set mark**
Set mark at current position: Enter-m (dots 1-3-4)
Move to the next mark: Space-6
Move to the previous mark: Space-3
Delete mark: Space-d (dots 1-4-5)

**Miscellaneous Hot Keys**
Move to the title list: Space-1-2-5-6
Open DAISY file: Enter-o (dots 1-3-5)
Voice setting: Enter-s (dots 2-3-4)
Set DAISY play type: Enter-t (dots 2-3-4-5)
Check the book-info: Enter-i (dots 2-4)

# 13. Bluetooth Manager

The Voice Sense is Bluetooth capable. Bluetooth is the latest in wireless technology that allows for a Personal Area Network (PAN). Unlike a traditional Wireless Local Area Network (WLAN), these networks are limited to approximately 30 feet or less. Bluetooth enables users to exchange various types of information. In order to use Bluetooth with the Voice Sense, you must change the Bluetooth option to “on” in the option menu.

Bluetooth on the Voice Sense allows you to transfer files from the Voice Sense to a computer, use the Internet connection your computer is using, or use the Voice Sense as a wireless Braille Keyboard. To use the Voice Sense as a wireless Braille Keyboard, you must be running the screen readers; Window-Eyes or Supernova. Please note that Bluetooth is currently an evolving standard, and you may experience different functionality, depending on the operating system that you are using.

The Voice Sense uses the built-in Bluetooth Manager program to allow the user to use the Bluetooth functionality in the Voice Sense. You can access the Bluetooth Manager in several ways. To access Bluetooth Manager from the Program menu, you can either press “Space-1” or “Space-4” until you hear Bluetooth Manager, or press the “Space” until you get to Bluetooth Manager. When you hear “Bluetooth Manager”, press “Enter” to activate it. Or, you can press “l (dots 1-2-3)” to open the Bluetooth Manager from the “program” menu without having to press “Enter” on it.

### 13.1 Bluetooth Device List

After the Bluetooth Manager has been activated, it will begin scanning for other Bluetooth devices that are in range, and for the services available from the other Bluetooth devices. For example, if

you have a computer with Bluetooth enabled nearby, then the Voice Sense will attempt to find it. It may take a while to find all of the Bluetooth devices in range, so expect to wait about 30 to 40 seconds for this process to complete. You will hear “Scanning for devices. Please wait…” message and beep sound when this process begins. And when the Bluetooth device is detected, the Voice Sense announces “find (Bluetooth device name).” Until the end of scanning all devices, any keys on the Voice Sense will not work, and you cannot stop scanning the device. You have to wait until the completion of the scanning devices.

If Bluetooth option in Option menu set to “off,” or if the Voice Sense does not recognize it, the Voice Sense will say the message, “Bluetooth not activated.” Then, the Voice Sense will automatically exit the Bluetooth Manager.

Once the Voice Sense has found other Bluetooth devices that are in range, they will be displayed as “device name (untrusted (or trusted)) xx/yy” where xx is the number where the device appears in the list, and yy is the total number of devices. And “trusted” means that the service has been authenticated, and “untrusted” means that the service has not been authenticated.

This part of the Bluetooth Manager is known as the Bluetooth Device List, and thus, the menu for this section is called the Bluetooth Device List menu. If there are no other Bluetooth devices in range, the Voice Sense will say “no items.” You can press “Space-1” or “Space-4” to move through the list. To select the device from the list, press “Enter” on the device name.

If the Bluetooth device trusted, the device setting will be automatically saved in the memory of the Voice Sense. If you want to delete this setting, you press “Space-d (dots 1-4-5)” on Bluetooth device name in the Bluetooth Service List. The Voice Sense will say “Device settings removed.” Removing this setting will apply only to the current device.

Once the Voice Sense has finished searching for other Bluetooth devices, you can access the menu by pressing “Space-m (dots 1-3-4)” or by pressing “F2.” The “Bluetooth Device List menu” has the “scan device,” “device name” and “exit.” You can navigate the menu items with “Space-1” or “Space-4.”

The first menu item is “scan device.” This item allows you to rescan for other Bluetooth devices. To activate this item, press “Space-m (dots 1-3-4)” for “F2” and then press “Enter” on “scan device.” You can also access this option by pressing “r (dots 1-2-3-5)” while you are in the Bluetooth Device List menu, or you can activate it directly without calling up the menu by pressing “Enter-r (dots 1-2-3-5).”

You can access the next item in the menu by pressing “Space-m (dots 1-3-4)” and then “Space-1” or “Space-4” until you get to “device name,” and press “Enter.” You can also press “n (dots 1-3-4-5)” while you are in the Bluetooth Device List menu to activate “device name.” This item allows you to give the Voice Sense a specific name. The default name for the Bluetooth device name is “VoiceSense.” You can activate this item by pressing “Enter” on it, or you can access it without calling up the menu by pressing “Enter-n (dots 1-3-4-5).” After you activate this item, you will find a computer edit box that contains your current device name. To modify the name, type the new name and then press “Enter.” Once you have entered the new name, you should close all programs and reset the Voice Sense by pressing the reset button with your finger on the rear panel. To cancel your changes, press “Space-e (dots 1-5)” or “F4.” You will then be returned to the Bluetooth Device List.

The next item in the Bluetooth Device List menu is the “exit” item. This item will exit the Bluetooth manager program. To activate this item, press “Space-m (dots 1-3-4)” and then press “Space-1” or “Space-4” to navigate to “exit.” Then, press “Enter” on “exit.” You can also access the item while in the menu by pressing “z (dots 1-3-5-6)”

while you are in the Bluetooth Device List menu or at any time without calling up the menu by pressing “Space-z (dots 1-3-5-6).”

## 13.2 Bluetooth Service List

Once you know which remote Bluetooth device you want to connect to, press “Space-1” or “Space-4” to navigate to the device you want to connect to in the Bluetooth Device List, and then press “Enter” on the device name. You will then hear, “Scanning for service. Please wait…” Please note that no keys will work during scanning the devices. The Voice Sense will begin scanning services that are available from the remote Bluetooth device. The Voice Sense supports the services: LAN, FTP, ActiveSync, Serial Port, Bluetooth DUN and Bluetooth Keyboard. In order to access all of these functions, you must make sure that the remote Bluetooth device is in Discoverable mode, and that all services are enabled. It is possible to have certain services enabled on your remote Bluetooth device, while having other services that are disabled. For example, you could have LAN and FTP enabled, while having ActiveSync and Serial Port disabled. If this is the case, then the Voice Sense will only display LAN and FTP.

Once the Voice Sense has found all of the available services, it will display the services in a list in the following format: “service name xx/yy” where xx is the number of the service that you are on, and yy is the number of total available services. You can move through the available services by pressing “Space-1” or “Space-4.” You can press “Backspace” to return to the Bluetooth Device List.
Once the Voice Sense has finished searching service, you can access the menu by pressing “Space-m (dots 1-3-4)” or by pressing “F2.” The “Bluetooth Service List menu” has the “device name,” “open FTP,” “disconnect” and “exit.” You can navigate the menu items with “Space-1” or “Space-4.”

How to use “device name” and “exit” in the “Bluetooth service list” menu are the same as how to use them in the “Bluetooth device list” menu.

The “Open FTP” menu item allows you to open a direct FTP connection with a remote Bluetooth device without having to select the device and then the service. However, you must have connected the service first before the Voice Sense will allow you to transfer files. If you have not connected the FTP service already, and you activate this function, you will hear, “FTP service disconnected.” You can access “Open FTP” by pressing “Space-m (dots 1-3-4)” and then “Space-1” or “Space-4” to navigate to “Open FTP.” Once you are at “Open FTP,” press “Enter” to activate it, and the Voice Sense will say, “connecting service.” You can also activate it by pressing “t (dots 2-3-4-5)” while you are in the Bluetooth Device List menu, or by pressing “Enter-t (dots 2-3-4-5)” without calling up the menu. This chapter will cover connecting various Bluetooth services later in more detail.

The “disconnect” menu item will allow you to disconnect services that are connected to other Bluetooth devices. You can access this item by pressing “Space-m (dots 1-3-4)” and then “Space-1” or “Space-4.” Then, press “Enter” to activate it. You can also activate this item while you are in the Bluetooth Service List menu by pressing “d (dots 1-4-5),” or you can activate it without calling up the menu by pressing “Enter-d (dots 1-4-5).”
In order to disconnect any service, press “Space-1” or “Space-4” at the Bluetooth service list to move to the service that you want to disconnect, and execute the “disconnect” command.
You can disconnect the currently focused service only. This means that you can disconnect only one service at one time. You cannot disconnect plural services at once.
If there are no services connected to other Bluetooth devices, and you activate this function, you will hear, “There is no service connected.”

### 13.2.1 Connecting Service

To authenticate a service and connect to it, press “Enter” on the service. Once you have pressed “Enter” on the service, you will hear “connecting service.” Then, you will hear “pin code:” You must use ASCII characters when you type in this edit box. This edit box will only appear when you have pressed enter on a service that not say “connected” after the service name. You can exit the edit box or cancel any text you have typed in by pressing “Space-z (dots 1-3-5-6).” You will then be returned to the Bluetooth Service List.

If you have typed in a pin code, and have pressed “Enter,” you will hear, “please wait for authentication.” If the remote device is setup correctly, and has not been set up to allow this device to always connect, then the remote device will ask for a pin code. If the remote Bluetooth device pin code matches the pin code that was typed in the Voice Sense, then the service will authenticate. If this occurs, you will hear, “pin code authentication passed.” Then, while the service connects, you will hear, “please wait for access permission.” If the remote Bluetooth device does not give access permission, then you will hear, “connection failed,” and you will be returned to the Bluetooth Services List. If the remote Bluetooth device gives you access permission, then the Voice Sense will say “connection succeeded.” If the connection succeeds, then you will hear “connected” after the services that have successfully connected. Some of the service may be connected without inputting pin code depending on the Remote Bluetooth device settings.

It is possible to setup the remote Bluetooth device to always accept the connection from the Voice Sense, or to require a pin code each time. These options must be changed on the remote Bluetooth device. However, if you press “Space-d (dots 1-4-5)” while in the Bluetooth Service List, all authentication will be removed, and the Voice Sense and the remote Bluetooth device will ask you for a pin code the next time you try to connect the service.

After you have connected to a service, you can press “Enter-d (dots 1-4-5)” to disconnect the service, and the Voice Sense will say “service disconnected.” You will then be returned to the Bluetooth Service List. If you disconnect a service, “connect” will disappear from the Bluetooth Service List.

If you connect to the FTP service, you will see a list of files and folders that are on the remote Bluetooth device. The rest of this chapter will discuss each service in detail.

### 13.2.2 LAN Service

With the LAN service, you can connect to the Internet through your computer. If you connect this service, you can use the web browser and email program, just like if you were connected to the Internet via a dial-up modem or wireless LAN card. However, you must setup Internet Connection Sharing (ICS) on your remote Bluetooth device. Without ICS properly setup, you will not be able to connect to the Internet using the LAN service. For information on how to setup ICS for your remote Bluetooth device, please refer to the documentation that came with your Bluetooth adapter. Setting up ICS requires knowledge of network architecture, so it may be a good idea to contact a local network technician or your network administrator for help to set up ICS.

### 13.2.3 FTP Service

This service will work similar to using FTP on the Internet. It will allow you to transfer folders and files to and from the Voice Sense between it and the remote Bluetooth device. When referring to the FTP service, we will refer to the file/folder list in the remote Bluetooth device as “remote folder list” and the file/folder list of the Voice Sense as the “local folder list.”

After you have successfully connected to the FTP service, the Bluetooth Manager will take you to the remote folder list. The remote folder list that you are taken to is determined by the remote Bluetooth device. Typically, this folder is called the Bluetooth Exchange Folder on the remote Bluetooth device, but you should check your remote Bluetooth device for information on this folder.

The remote folder list is very similar to the File Manager. With the FTP service, you can perform the following functions:

1. Copy
2. Paste
3. Send to
4. Retrieve file
5. New folder
6. Delete file/folder
7. Open local folder. If you press “Enter” on this, you will be taken to the local folder list. If you are in the local folder list, this menu will be changed to “move remote folder.”
8. Select all
9. Information

In the next few sections, we will discuss the various FTP functions. Please note that while sending data to and from the remote Bluetooth device, the remote Bluetooth device may still need to give access permission to the Voice Sense. Please consult the documentation for the remote Bluetooth device for details.

#### 13.2.3.1 Copy and Paste

These functions will allow you to copy and paste files between the local folder and the remote folder.
You can use the following steps to move files from a local folder to the remote folder:

1. After you connect to the FTP service, you will be in the remote folder list. While in the remote folder list, you should press “Space-m (dots 1-3-4)” or “F2” to open the FTP menu. Then, you should press “Space-1” or “Space-4” to navigate to “open local folder,” and press “Enter.” You can also press “o (dots 1-3-5)” while in the menu, or you can press “Enter-o (dots 1-3-5)” without having to call up the menu. After activating this function, you will hear, “open local folder.” Then, you will be taken to the Disk list that appears in file manager. You will be taken to “flashdisk” by default, but if you have a CF memory card or USB memory stick inserted, you can navigate to them by pressing “Space-1” or “Space-4.”
2. Just like navigating in the file manager, you can access a disk by pressing “Enter” on it. Use the exact same navigation keys as the file manager to navigate the local folder. You can refer to chapter 3 of this manual to find the various file manager commands. Note that you cannot select folders. You can only select files. If you try to select a folder, the Voice Sense will say “deactivated.”
3. Once you have selected files by pressing the “Space,” you can copy them by pressing “Space-m (dots 1-3-4)” or “F2,” and then navigate to “copy” by pressing “Space-1” or “Space-4,” and press “Enter.” Or, you can press “Enter-c (dots 1-4)” to activate the function without calling up the menu.
4. After you have activated the copy function, you will hear, “copying” and then “open remote folder.” You will then be moved to the remote folder list.
5. In the remote folder list, you can navigate to the folder where you want to paste the file. Once you are in the folder where you want to paste the file, press “Enter-v (dots 1-2-3-6).” Or, you can press “Space-m (dots 1-3-4),” and then use “Space-1” or “Space-4” to get to the “paste” function, and press “Enter.” While pasting, you will hear a sound that indicates that the Voice Sense is working. If the file is larger than 300 KB, you will also hear the progress meter each time an additional 10% has been completed.

If the file is less than 300 KB, then you will only hear the sound, and not the progress meter.

6. When the file has been pasted successfully, you will see the message, “xxx file pasted,” where xxx is the name of the file. If the file is not pasted successfully, you will hear, “xxx file not pasted.” After the file is pasted successfully, you will also hear, “paste completed,” and you will be returned to the remote folder list.

The following steps should be used to copy a file from the remote folder list to the local folder list:

1. After the FTP service has connected, you can navigate through the remote folder, just like in the file manager. If you need to reference the navigation keys for the file manager, please refer to chapter 3 in this manual.
2. Once you have selected the files that you want to copy by pressing the “Space,” you can open the FTP menu by pressing “Space-m (dots 1-3-4),” and then use “Space-1” or “Space-4” to navigate to “copy,” and press “Enter.” You can also activate this function without calling up the menu by pressing “Enter-c (dots 1-4).” Note that you cannot copy folders to send to the local folder.
3. Next, open the menu by pressing “Space-m (dots 1-3-4),” move to “open local folder” with “Space-1” or “Space-4,” and press “Enter.” You can also activate this function without calling up the menu by pressing “Enter-o (dots 1-3-5).” After you have activated this function, you will see the Disk list, just like when you open the file manager. You will be taken to “flashdisk” by default. However, if you have a CF memory card or USB memory stick inserted, you can navigate to those disks by pressing “Space-1” or “Space-4.” Please refer to chapter 3 in this manual regarding navigation keys in the file manager.
4. After entering a disk, open the menu by pressing “Space-m (dots 1-3-4).” Then, move to “paste” with “Space-1” or “Space-4,” and press “Enter.” You can also activate this function without calling up the menu by pressing “Enter-v (dots 1-2-3-6).” While

pasting, you will hear a sound that indicates that the Voice Sense is working. If the file is larger than 300 KB, you will also hear the progress meter each time an additional 10% has been completed. If the file is less than 300 KB, then you will only hear the sound, and not the progress meter.

5. When the file has been pasted successfully, you will see the message, “xxx file pasted,” where xxx is the name of the file. If the file is not pasted successfully, you will hear, “xxx file not pasted.” After the file is pasted successfully, you will also hear, “paste completed,” and you will be returned to the local folder list.

#### 13.2.3.2 Send To

This function will allow you to send files from the local folder list to the remote folder list. It is only available in the local folder list. This is very similar to the copy and paste function. The difference is that you do not have to paste the file to the remote folder. It is done as soon as you activate the “send to” function. When you activate this function, the file can only be sent to the root of the remote folder list. To activate the “send to” function, perform the following steps:

1. After the FTP service is connected, you can press “Space-m (dots 1-3-4)” while you are in the remote folder list to open the menu. Then, press “Space-1” or “Space-4” to move to “open local folder,” and press “Enter.” You can also activate this function without calling up the menu by pressing “Enter-o (dots 1-3-5).”
2. After you have activated this function, you will see the disk list, just like when you open the file manager. You will be taken to “flashdisk” by default. However, if you have a CF memory card or USB memory stick inserted, you can navigate to those disks by pressing “Space-1” or “Space-4.” Please refer to chapter 3 in this manual regarding navigation keys in the file manager.
3. Then, select a file by pressing “Space” on the file. You can only select files and not folders.

4. After you have selected a file, press “Space-m (dots 1-3-4),” and then press “Space-1” or “Space-4” to move to “send to,” and press “Enter.” Or, you can press “Enter-s (dots 2-3-4)” to activate the “send to” function without having to call up the menu.
5. Just like copying and pasting, you will hear a sound that indicates that the Voice Sense is working. If the file is larger than 300 KB, you will also hear the progress meter each time an additional 10% has been completed. If the file is less than 300 KB, then you will only hear the sound, and not the progress meter. When the transfer has completed, you will hear, “xxx file sent,” where xxx is the name of the file. If the file does not transfer, you will hear, “xxx file not sent.” Once all of the files have been transferred completely, you will hear, “sent completely,” and you will be returned to the remote folder list.

#### 13.2.3.3 Retrieve File

The “retrieve file” function will allow you to retrieve a file from the remote folder list, and move it to the local folder. This function is available while in the remote folder list. You can only save files to the “flashdisk/download” folder with this function. Perform the following steps to activate the “retrieve file” function:

1. After you have connected the FTP service, you will be connected to the remote folder list. You can navigate through the list using the same commands as in the file manager. You can reference these commands by referring to chapter 3 of this manual.
2. Select the file that you want to retrieve by pressing the “Space” on it. Note that you cannot select folders.
3. After you have selected the file, press “Space-m (dots 1-3-4)” to open the menu, and then use “Space-1” or “Space-4” to move to “retrieve file,” and press “Enter.” You can also activate this function without calling up the menu by press “Enter-r (dots 1-2-3-5).”
4. Just like copying and pasting, you will hear a sound that indicates that the Voice Sense is working. If the file is larger than

300 KB, you will also hear the progress meter each time an additional 10% has been completed. If the file is less than 300 KB, then you will only hear the sound, and not the progress meter. When the transfer has completed, you will hear, “xxx file retrieved,” where xxx is the name of the file. If the file does not transfer, you will hear, “xxx file not retrieved.” Once all of the files have been transferred completely, you will hear, “retrieve completed,” and you will be returned to the remote folder list.

#### 13.2.3.4 New Folder

The “new folder” function will allow you to create a new folder in the local folder list or the remote folder list. To create a new folder, perform the following steps:

1. After the FTP service has connected, navigate to the local or remote folder list and move to the folder where you want to make new folder. You can move between the “remote folder list” and “local folder list” by pressing “Enter-o (dots 1-3-5).” And how to move among the items in the folder list is the same as how to move in the File Manager.
2. Press “Space-m (dots 1-3-4)” to open the menu, and then use “Space-1” or “Space-4” to navigate to “new folder,” and press “Enter.” Or, you can activate this function without calling up the menu by pressing “Enter-f (dots 1-2-4).”
3. You will then see an edit box that says, “new folder name:.” Type in the new folder name using ASCII characters, and then press “Enter.” If the folder is created successfully, you will hear, “xxx folder created,” where xxx is the name of the folder. You will then be automatically returned to the list that you were in, whether it was the remote or local folder list.
4. To cancel any changes that you made, press “Space-z (dots 1-3-5-6),” and you will be returned to the previous list.

### 13.2.3.5 Delete File/Folder

This function will allow you to delete files or folders in the remote or local folder list. Note that if a folder contains folders, you will not be able to delete the folder. To activate this function, perform the following steps:

1. After you have connected to the FTP service, navigate to the local or remote folder list, and select the file(s) or folder(s) that you want to delete by pressing the “Space” on them. The navigation keys are exactly the same as when using the file manager. To reference these keys, please refer to chapter 3 of this manual. You can move to between “remote folder list” and “local folder list” by pressing “Enter-o (dots 1-3-5).”
2. Once you have selected the file(s) or folder(s), press “Space-m (dots 1-3-4),” and then use “Space-1” or “Space-4” to move to “delete file/folder,” and press “Enter.” You can also activate this function without calling up the menu by pressing “Space-d (dots 1-4-5).”
3. If the file(s) or folder(s) is/are deleted successfully, you will hear, “delete completed.”

### 13.2.3.6 Information

This function will allow you to check information regarding files or folders that are located in the remote or local folder list. You can activate this function by performing the following steps:

1. After you have connected to the FTP service, navigate to the local or remote folder list, and select the file or folder that you want to know information about. The navigation keys are exactly the same as when using the file manager. To reference these keys, please refer to chapter 3 in this manual.
2. Then, press “Space-m (dots 1-3-4)” to open the menu, and then use “Space-1” or “Space-4” to move to “information,” and

press “Enter.” Or, you can activate this function without calling up the menu by pressing “Enter-i (dots 2-4).”

3. After you have activated the function, you will see the “information dialog box,” which consists of “type,” “size,” “date,” “attribute,” “Close.” You can move between these controls by pressing “tab (Space-4-5)” or “shift-tab (Space-1-2).” If you select multiple files, the “information” function will display the number of selected files and size.

### 13.2.4 ActiveSync Service

This service works the same way as when you connect the Voice Sense to a computer via a USB cable, and use ActiveSync. If the connection succeeds when activating it by pressing “Enter” on ActiveSync, you will hear the sound that ActiveSync makes when there is a successful connection. Just as with all of the Bluetooth services, the remote Bluetooth device may need to authorize the Voice Sense. You will then be returned to the Bluetooth Service list. Just like using ActiveSync via USB, you can copy and paste files from the Voice Sense from the remote Bluetooth device to the Voice Sense and visa versa.

If you want to disconnect the service, you can press “Enter-d (dots 1-4-5)” while in the Bluetooth Manager, and the Voice Sense will say, “service disconnected,” and you will be returned to the Bluetooth Service list. You will no longer see the word “connected” after ActiveSync in the Bluetooth Service list.
You cannot use ActiveSync via USB and Bluetooth at the same time. If the remote Bluetooth device is connected via USB and using ActiveSync, you must disconnect the remote Bluetooth device in order to use the ActiveSync service via Bluetooth.

### 13.2.5 Serial Port

If you connect this service, you should not connect the other services. The Serial Port service will allow you to use your Voice Sense as a wireless Braille keyboard via Bluetooth. In order to use the Voice Sense as a wireless keyboard, please reference the following sections. Note that following explanation is how to use the serial port when the Window-Eyes is installed as a screen reader program in PC. If you are using Supernova as a screen reader, please contact HIMS by e-mail. The e-mail id of HIMS is hims@hims-inc.com.

#### 13.2.5.1 Setting up the Voice Sense to Work as a Bluetooth Braille Keyboard

The following steps will walk you through setting up the Voice Sense to work as a Bluetooth Braille keyboard. These instructions assume that you already have Bluetooth installed on your computer. The following instructions assume that you are running Window-Eyes 5.5, or greater, and at least Windows XP, Service Pack 2. Before starting, make sure that your Voice Sense is turned on. Although it may not be necessary, you should close all applications that are running on the Voice Sense, and be in the Program menu for best performance. If you have more than one Voice Sense, make sure that only the Voice Sense that you want to configure is turned on.

#### 13.2.5.2 Setting up the Computer

1. Navigate to the Bluetooth icon in the System Tray. You may do this in Windows XP by pressing “windows key-b,” and then use the Right or Left Arrow Keys until you reach the Bluetooth icon. Then, press the “context menu key.” Note that if you don’t have the Bluetooth icon in the System Tray, you may have to change the settings for the Bluetooth icon to appear. Go to the Windows Control Panel, Bluetooth Devices, Options, and then check the check box that says “Show the Bluetooth Icon in the Notification Area.”

2. Press the “up or Down” Arrow keys until you get to "Open Bluetooth settings."
3. Press “Enter.”
4. Select the Device tab control. You may need to press Ctrl-Tab in order to select this tab control.
5. Tab to the Add button.
6. Press “Enter.”
7. Press “Space” to check the checkbox for "My device is setup and ready to be found."
8. Press enter.”
9. The XP machine will find the Voice Sense, and it will be called "Windows CE." Remember that the Voice Sense must be turned on in order to be found as mentioned above. If you forgot to turn the Voice Sense on, leave it turned on, exit the Bluetooth settings, and start at step number 1 above.
10. Press the “down arrow” key to focus Windows CE.
11. Tab to the Next button.
12. Press “Enter.”
13. Press “down arrow” to focus the radio button, "Let me choose my own passkey." Focus will automatically be put in the edit box, and you may hear a tool tip that says, “We recommend using a passkey that is 8 to 16 digits long.” You should type your passkey here. For example, you might type, “1111.”
14. Press “Enter.” Windows will then begin exchanging the passkeys, and a new dialog will appear on the computer.
15. The Voice Sense will then ask for the passkey by saying, “Computer Edit Box Pin Code?” Using the same passkey that was typed in to the computer, type in the same passkey on the Voice Sense and press “Enter” on the Voice Sense.
16. The computer will say the message, “Found new hardware” and the final dialog should appear on the computer. Remember that you can press “ctrl-shift-w” to have the entire dialog read using Window-Eyes. The dialog should display that the Bluetooth device was successfully set up. It is very important to note the COM ports for the outgoing COM port and the incoming COM port. For

example, the outgoing COM port may be COM 5, and the incoming COM port may be COM 6. Do not be surprised if your COM ports are not set to COM 5 and COM 6. The COM ports used can vary from computer to computer.

17. Press “tab” to get to the Finish button, and then press “Enter” to activate it.
18. You will then be taken back to the Bluetooth devices setting dialog. Press Ctrl-Tab twice to focus the COM ports tab control.
19. Press “tab” to get to the list of COM ports, and then press the Down Arrow to move through the list of COM ports to make sure that they match the COM ports that were mentioned when you completed the Bluetooth device wizard. You should hear your first COM port, then the direction, and then the name. After you press “down” Arrow again, you should hear the next COM port, the direction, and name. For example, when you press the “down arrow” key the first time, you might hear, "COM 5 Outgoing Windows CE Blue Tooth Serial." When you press the “down arrow” key a second time, you might hear, “COM 6 Incoming WindowsCE.”
20. Tab to the OK button, and press Enter.

You have now setup the Voice Sense and the computer. However, you must properly setup Window-Eyes in order to use the Voice Sense as a Bluetooth Braille keyboard.

#### 13.2.5.3 Setting up Window-Eyes

1. Press “ctrl-backslash” to open the Window-Eyes Control Panel.
2. Press” alt-f” to open the File menu.
3. Press the “up arrow”, or “down arrow” to move to Select Braille Display, and press “Enter.” Or, just press B to open the Select Braille Display dialog without using the Arrow Keys.
4. Press the “down arrow” or the letter “b” until you hear Voice Sense.
5. Press “tab” to get to the COM port list box

6. Select the COM port that was given as the outgoing COM port when you setup the computer to interact with the Voice Sense via Bluetooth.
7. Press “Enter”

Now that you have set up Window-Eyes, you need to finish the setup on the Voice Sense.

13.2.5.4 Setting up the Voice Sense

1. Press “f1” to get to the Program menu.
2. Press “Space-1” or “Space-4” to get to the Utilities menu, or just press the letter “u (dots 1-3-6).”
3. Press “Enter.”
4. Press “Space-1” or “Space-4” to get to Terminal for Screen Reader, and press” enter.”
5. Press “Space-1” or “Space-4” to get to Bluetooth Serial Port, and press “Enter.”

The Voice Sense should be connected as a Bluetooth Braille display. To exit this mode from the Voice Sense, press “Space-z.” Please note that “f1” on the Voice Sense will still take you to the Program menu. This is to allow you to use the applications on the Voice Sense at the same time, and be able to switch back to using the Voice Sense as a Bluetooth Braille display.

### 13.2.6 Bluetooth keyboard service

If you use this service, you can connect a Bluetooth keyboard.
In order to use this service, you must turn on the Bluetooth keyboard.
You can connect a Bluetooth keyboard by doing the following.

1. Move to Bluetooth keyboard and press “Enter” in device list.
2. And then “Keyboard” service will displayed.
3. Press “Enter” on “Keyboard” service.
4. And then you will be prompted to input PIN code if Bluetooth keyboard require you to input PIN code. Otherwise, you don’t need

to input PIN code.

5. Input PIN code on the Voice Sense and press “Enter.” And then you need to input PIN code on the Bluetooth Keyboard. (The PIN code of Bluetooth keyboard may be referred to the Bluetooth keyboard manual.)

### 13.2.7 Bluetooth Printer service

You can print the documents connecting the printer to Voice Sense through the “Bluetooth”. To use this function, you need to use the printer that supports Bluetooth or has a capability connecting Bluetooth receiver. To set, follow these steps below:

1) Press “Backspace-3-4-5-6” to turn on the Bluetooth.
2) Execute “Bluetooth” program.
3) Bluetooth device has been detected.
4) By pressing “Space-1” or “Space-4”, move to “Bluetooth printer device”
5) Press “Enter”.
6) It will show “Service list”, after scanning service.
7) By pressing “Space-1” or “Space-4”, move to “Printer”.
8) Press “Enter”

Then the printer will have been connected to Voice Sense.

### 13.2.8 Using Multiple Services Simultaneously

You can use the LAN, FTP, and ActiveSync Bluetooth services all at the same time. However, if you plan to use any of these services at the same time, you should connect the FTP service before connecting the LAN and ActiveSync services. Otherwise, you may experience problems. However, if you want to connect to the Serial Port, you should not connect to any of the other Bluetooth services in the Bluetooth Service list.

## 13.3 Hot keys in Bluetooth Manager

Scanning Bluetooth device: Enter-r (dots 1-2-3-5)
Connecting device: Enter on the device name
Connecting service: Enter on the service name
Disconnect service: Enter-d (dots 1-4-5)
Move to Bluetooth device list in service list: Backspace
Remove device setting in Bluetooth device list: Space-d (dots 1-4-5)

1. FTP service
   Open local folder/move remote folder: Enter-o (dots 1-3-5)
   Copy: Enter-c (dots 1-4)
   Paste: Enter-v (dots 1-2-3-6)
   Send to: Enter-s (dots 2-3-4)
   Retrieve file: Enter-r (dots 1-2-3-5)
   New folder: Enter-f (dots 1-2-4)
   Delete file/folder: Space-d (dots 1-4-5)
   Information: Enter-i (dots 2-4)

# 14. Database Manager

The database manager is a program that can be used to create a database in the form that you specify. You can use the DataBase Manager to add records and search for data in your records. A table contains at least one record, and a record consists of at least one field. You can specify attributes for each of the fields. In other words, a record is made up of a group of one or more fields.

When the database manager is started, it will check whether or not a table has been registered or created already. If no table has been registered yet, a “table manager” dialog box will appear to help you to register a new table. If there is at least one table already registered, a “search records” dialog box will appear and the “search” edit box will be focused, so that you can search for data records in the tables. If you want to close the program while you are adding or searching a table, press “Space-z (dots 1-3-5-6).” Or you can use the menu. Press “Space-m (dots 1-3-4)” or F2 to open the menu. Move to “exit” by pressing “Space-1” or “Space-4” repeatedly, and press “Enter.” Or you can type “z (dots 1-3-5-6)” in the menu.

The major navigation keys that can be used in this program are as follows.

1. Moving by controls
   Move to the previous control: Shift-Tab (Space-1-2) or Space-F3
   Move to the next control: Tab (Space-4-5) or F3
2. Moving in a list box
   Move to the previous list item: Space-1 or up arrow key
   Move to the next list item: Space-4 or down arrow key
3. Changing the selection in a prompt box
   Select the next value: Space-4 or Space, or down arrow key
   Select the previous value: Space-1 or Backspace, or up arrow key

The menu in the database manager consists of the following items. You can open this menu by pressing “Space-m (dots 1-3-4)” or F2.

1. Table manager: Here you can create, delete, and modify tables, records, and their fields. When you run the database manager for the first time, the “table manager” dialog box will appear.
2. Add record : You can add records to the current table.
3. Search records : You can search records in the current table. You can also search each field in the table.
4. List of records found : You can use this menu item to go through a list of records found in the table by the previous search. Here, you can delete or modify each record in the list. If you didn’t search for anything before you use this function, the message, “no items,” will be displayed.
5. Setting backup option: You can select the method to back up the database.
6. Backup database: You can backup all database files that are used in the database manager.
7. Restore database: You can restore the database files that are backed up already.
8. Exit: It is used to close the database manager.

Each of these menu items will be discussed in the following sections below.

## 14.1 Table Manager

The “table manager” dialog box is where you can create, delete, or modify a table. This dialog box contains the following controls.

1. Table name list: It displays the name of registered tables, and their order in the list.
2. Add table button: Using this option, you can create a new table.

3. Modify table button: Using this option, you can change the name of a table, or modify the structure of the table, by adding or deleting fields.
4. Delete table button: Using this option, you can delete the table that you have selected in the table name list.
5. Set default table button: Using this option, you can set the table that opens by default when you run the program.
6. Close button: After closing the “table manager” dialog box, it will take you back to where you were before you started the “table manager” dialog box. When there is no registered table, if you press “Enter” at the “close” button, the database manager program will be closed.

You can move between each of these controls by pressing “tab (Space-4-5)” or “shift-tab (Space-1-2).”

### 14.1.1 Add Table

“Add table” is a dialog box where you can create a new table. This dialog box contains “table name” edit box, “registered fields” list, “add field” button, “modify field” button, “delete field” button, “previous field” button, “next field” button, “confirm” button and “cancel” button. You can move between these controls by pressing “tab (Space-4-5)” or “shift-tab (Space-1-2).”

Suppose you want to create a table called “addressbook” which contains 4 fields: name, telephone, address, and memo. You can create this table as follows.

1. In the “table manager” dialog box, press “tab (Space-4-5)” to move to the “add table” button, and press “Enter.” Or you can just press “a (dot 1)” in the dialog box.
2. Then, the “add table” dialog box will appear, and the “table name” edit box will be focused.
3. Type “addressbook” and then press “tab (Space-4-5).”

4. Then, the “registered fields” list will be focused. At first, “no items” will be displayed in the list. As you add fields to this table, they will be added to this list box.
5. Press “tab (Space-4-5)” to move to the “add field” button, and press “Enter.” Or you can just press its shortcut key, “a (dot 1).”
6. Then the “add field” dialog box will be opened, and the “field name” edit box will be focused.
7. Type “name” here, and then press “tab (Space-4-5).”
8. Then, the “field type” combo box will be focused. Press “Space-4” or “Space-1” to move to “edit box,” and press “tab (Space-4-5).”
9. The “primary key” check box will be focused. If you want to set the current field as the primary key, press “Space” in order to check it.
10. Press “tab (Space-4-5)” to move to the “confirm” button, and press “Enter.” Now, the “name” field has been added to the “addressbook” table.

If you want to cancel adding the field, press “tab (Space-4-5)” once more to move to the “cancel” button, and press “Enter.” If you have added a new field, you will get a message saying that a new field has been added. Then, the “registered fields” list will be shown again. Now, “name” field appears in the list, with the form, “name (edit box, primary) 1/1”. Since only one primary key exists in a table, if you have set a field as the primary key, the “set primary key” check box will not be shown in the “add field” dialog box when you add another field. Add the “telephone”, “address”, and “memo” fields by repeating the step 5 through 10 above. Note that you may want to set the “field type” of “telephone” field to “number”, “address” to “edit box”, and “memo” to “multi line edit box”. Once you have added all of the fields you want, press “tab (Space-4-5)” to move to the “confirm” button, and press “Enter.”

If you need to change a name of a field that is registered, move to a field name that you want to change on a “registered fields” list. Then press “m (dots 1-3-4)” or “tab (Space-4-5)”, and enter on a “modify field.” It appears as “field name: (selected filed name)”, here you type

the Name you want, and press “Enter.” Even though you can change a name of a field, it is not possible to change the property of that field.

If you want to delete an already registered field, press “Space-1” or “Space-4” repeatedly in the “registered fields” list to move to the name of the field you want to delete. And then press “tab (Space-4-5)” repeatedly move to “delete field” button and press enter or press “d (dots 1-4-5),” the shortcut key for the “delete field” button. Or you can also press “tab (Space-4-5)” repeatedly to move to the “delete field” button and press “Enter.”

To change the order of a field, which is in your table, you can move to the field that you want to change. This can be done when you are in the “registered fields” list. Once you are on the field, press “p (dots 1-2-3-4)” or “n (dots 1-3-4-5).” Or you press “tab (Space-4-5)” and enter on a “previous field” button or “next field” button.

Then, the “add table” dialog box will be closed, and the “table name” list box will be shown again. The newly created table will be added to this list, and “address book 1/1” will be shown in the list. To close the “table manager” dialog box, press “tab (Space-4-5) to move to the “close” button, and press “Enter.” Or you can just press “Space-z (dots 1-3-5-6)” to close the dialog box. Then, the “search records” dialog box will be opened, and the “name” field, the first field of the “address book” table, will be shown. Here, you can type the name you want to search for.

### 14.1.2 Modify Table

“Modify table” is used to modify the name or structure of a registered table. It contains the same controls as in the “add table” dialog box. To modify a table, press “Space-m (dots 1-3-4)” or F2 to open the menu, and press “Enter” on “table manager.” Or you can just press the hotkey for “table manager”, “Enter-t (dots 2-3-4-5).” The “table name” list will be focused when the “table manager” dialog box is

opened. Press “Space-1” or “Space-4” to move to the table that you want to modify, and press “m (dots 1-3-4),” the shortcut key for the “modify table” button. Or you can press “tab (Space-4-5)” repeatedly to move to the “modify table” button, and press “Enter.” Then, a dialog box where you can modify the table will appear. This table is same as the “add table” dialog box. The only difference is that the “table name” edit box, and “registered fields” list contain the information already stored in the table. You can not change the name of table.
If you want to add additional fields, press “tab (Space-4-5)” to move to “add field” and press “Enter.” And then type in the new field name and press “Enter.” If you want to delete an already registered field, press “Space-1” or “Space-4” repeatedly in the “registered fields” list to move to the name of the field you want to delete. And then press “tab (Space-4-5)” repeatedly move to “delete field” button and press enter or press “d (dots 1-4-5),” the shortcut key for the “delete field” button. Or you can also press “tab (Space-4-5)” repeatedly to move to the “delete field” button and press “Enter.”

To change the order of a field, which is in your table, you can move to the field that you want to change. This can be done when you are in the “registered fields” list. Once you are on the field, press “p (dots 1-2-3-4)” or “n (dots 1-3-4-5)”. Or you press “tab (Space-4-5)” and enter on a “previous field” button or “next field” button.

If you need to change a name of a field that is registered, move to a field name that you want to change on a “registered fields” list. Then press “m (dots 1-3-4)” or “tab (Space-4-5)”, and enter on a “modify field.” It appears as “field name: (selected filed name)”, here you type the Name you want, and press “Enter”.
Even though you can change a name of a field, it is not possible to change the property of that field.

### 14.1.3 Delete table

This option is used when you want to delete a table. To delete a table, Press “Space-m (dots 1-3-4)” or F2 to open the menu, and press “Enter” on “table manager.” Or you can press “Enter-t (dots 2-3-4-5),” the hotkey for “table manager.” When the “table manager” dialog box is opened, the “table name” edit box will be focused. In this list box, you can move to the name of the table you want to delete by pressing “Space-4” or “Space-1” repeatedly, and press “d (dots 1-4-5),” the shortcut key for the “delete table” button. Or you can press “tab (Space-4-5)” repeatedly to move to the “delete table” button, and press “Enter.” Then, “delete table? Yes” will be displayed. If you want to delete, press “Enter,” and if you want to cancel, press “Space” to select “no,” and press “Enter.”

### 14.1.4 Set Default Table

When you set a table as the default table, whenever the database manager is started, the table will be activated and you will be placed in the search dialog. You can search and add fields on this table. If you have registered more than one table and there is a table you use more frequently than the others, it may be convenient for you to set this table as the default table. However, if no table has been set as the default table, the table that was used the last time will be activated when the database manager is started. To set a table as the default table, press “Space-m (dots 1-3-4)” or F2 to open the menu, and press “Enter” on table manager. Or you can also press “Enter-t (dots 2-3-4-5),” the hotkey for “table manager.” Then, the “table manager” dialog box will appear, and the “table name” list will be focused. In this list, press “Space-4” or “Space-1” repeatedly to move to the name of the table you want to set as the default table. Then press “s (dots 2-3-4),” the shortcut key for the “set default table,” or press “tab (Space-4-5)” repeatedly to move to the “set default table” button and press “Enter.” Or you can press “Enter” on the name of the table in the “table name” list. Then, you will get a message saying that the table is set as the default table, and the “table manager” dialog box will be closed.

## 14.2 Add Record

You can use this option to add information to a table that you have created. When the database manager is started, the “search records” dialog box will be opened at first. To open the “add record” dialog box, press “Space-m (dots 1-3-4)” to open the menu, and press “Enter” on “add record.” Or instead of using the menu, you can just press “Enter-i (dots 2-4).” You can think of a record as a collection of information (fields) for an object (record). Let’s consider the “addressbook” table you created in the previous section. Adding records to this table can be performed as follows.

1. Press “Space-m (dots 1-3-4)” or F2 to open the menu, and press “Enter” on “add record.” Or instead of using the menu, just press “Enter-i (dots 2-4).”
2. Then the “name” field, the first field in the “addressbook” table, will be shown. Here, you type the name you want to add, and press “tab (Space-4-5).”
3. Then, the “telephone” field will be focused. Here, type the phone number. Since this field is of “number” type, you can type only a limited set of characters such as numbers and hyphen. You can enter a number without the leading number sign. If you press “Space” instead of – (hyphen), the hyphen will be entered.
4. Press “tab (Space-4-5)” to move to the “address” field. Type the address.
5. Press “tab (Space-4-5)” to move to the “memo” field. Since this field is of “multi edit box” type, you can type multiple lines. To start a new line, press “Enter.”
6. Press “tab (Space-4-5)” to move to the “confirm” button. If you press “Enter” here, the one record that you have just entered will be added to the table. If you do not want to save the record you have just typed in, press “tab (Space-4-5)” once more to move to the “cancel” button, and press “Enter.” Or you can just press “Space-e (dots 1-5).”

If you have added a record, the “name” field will be focused again so that you can add another record. If you press “shift-tab (Space-1-2)” at a field, the focus will be moved to the previous field.

To go back to the “searching address” dialog box, press “Enter-s (dots 2-3-4).” To open the “table manager” dialog box, press “Enter-t (dots 2-3-4-5).” If you open these dialog boxes while you are entering a record, you will be asked if you want to save the record. Select “yes” or “no by pressing “Space” or “Backspace,” and press “Enter.” If you select “yes”, the record will be saved, and if you select “no”, it will not be saved and open the specified dialog box. If you select “cancel,” the dialog box will not be opened.

## 14.3 Search Records

After you have added your records, if you want to search for information that is in your records, you can use the “search records” dialog box. To open the “search records” dialog box, press “Space-m (dots 1-3-4)” and press “Enter” on “search records.” Or instead of using the menu, just press “Enter-s (dots 2-3-4).” Then, the “search records” dialog box will be opened, and the first field of the table will be focused. Here, you can type the text that you want to search for. If you want to search for records using content from more than one field, press “tab (Space-4-5)” to move to another field. Type the text to search for, and press “Enter.” Then, the “list of records found” will be opened and the search result will be shown in the “list of records found.” Being able to search in more than one field can be useful if you are searching for those who have the same first and last name.

In the “list of records found,” each record will be shown in the following form. “(the name of the first field) : (other information in the record) xx/yy”. “yy” is the total number of records found, and “xx” is the order of the current record in the list. If no record has been found, you will get the message “no matched record,” and the current field

will be shown again, so that you can type another text to search for. You can move through the “list of records found” as follows.

1. Move by records
   Move to the next record: Space-4 or down arrow key
   Move to the previous record: Space-1 or up arrow key
   Move to the last record: Space-4-5-6
   Move to the first record: Space-1-2-3
   Move to previous same field different record: Space-3
   Move to next same field different record: Space-6
2. Move between the fields in a record
   Move to the next field: Space-5
   Move to the previous field: Space-2
   Move to the last field: Space-4-6
   Move to the first field: Space-1-3

In the “list of records found,” if you want to search for different text, you can press “Enter-s (dots 2-3-4)” again to open the “search records” dialog box. Then, type the new text that you want to search for.

If you want to delete a record found, press “Space-1” or “Space-4” to move to the record, and press “Space-d (dots 1-4-5)” in any of the fields in the record. Then, you will be asked if you really want to delete the record. Here, you can select “yes” or “no” by pressing “Space” or “Backspace.” If you press “Enter” after selecting “yes,” the record will be deleted, and if you select “no,” the deletion will be canceled. If you want to search for records in another table, press “Enter-t (dots 2-3-4-5)” to open the “table manager” dialog box, and press “Enter” on the name of the table that you want to activate.
If you want to change the content of a record, select the record by pressing “Space-1” or “Space-4” repeatedly. And press “Enter-m (dots 1-3-4)” at any field in the record. Then, the same dialog box as the “add record” dialog box will be opened. To change the content of some fields, move to the fields by pressing “tab (Space-4-5),” type the

new content of the fields, and press “Enter.” To save the modified content of a record, press “Enter” after typing the contents of all the fields that you want to change. Or you can move to the “confirm” button by pressing “tab (Space-4-5)” repeatedly, and press “Enter.” If you want to cancel modifying the record, press “tab (Space-4-5)” once more to move to the “cancel” button and press “Enter.”

## 14.4 List of Records Found

The “list of records found” will appear when the “search records” was performed successfully. While you are using the “add record” or “search records” dialog box, if you want to go to the “list of records found,” press “Space-m (dots 1-3-4)” or F2 to open the menu, and press “Enter” on “list of records found”. Or instead of using the menu, you can just press “Enter-r (dots 1-2-3-5).”

## 14.5 Setting Backup Option

To backup your database file, you can do it manually using the "backup database" function. You can also backup your database file automatically by using the “setting backup option.” To activate the “setting backup option” function, press “Space-m (dots 1-3-4)” or “F2” to open up the menu. Then press “Space-4” or “Space-1” repeatedly to move “setting backup option.” Then press “Enter” on it. Or, you can press “e (dots 1-5)” in the menu to go to “setting backup option.” You can also activate the function without opening up the menu by pressing “Enter-e (dots 1-5).”

If you activate the function, you will see a dialog box. The dialog box has three controls: “backup mode” radio button, a “confirm” button, and a “cancel” button. You can switch between controls by pressing “tab (Space-4-5)” or “shift-tab (Space-1-2).” To switch between radio buttons, you can press “Space-1,” “Backspace,” “Space-4,” or “Space.”

The “backup mode” has three radio buttons: “manual backup,” “always backup changes when exiting,” and “prompt backup changes when exiting.”

1. If you select the “manual backup,” it will not create a new backup file even though there may be changes in the database. In this case, you can only make a new backup file by using the “backup database” menu.
2. If you select the “always backup changes when exiting,” a new backup file will be automatically created if you modify the database or add other information when you exit the database manager.
3. If you select the “prompt backup changes when exiting,” you will see the message “backup changes? yes” when you exit the database manager, if you have modified the database or added other information. If you press “Enter” on “yes,” it will automatically create a new backup file and exit the database manager. If you press “Space-4” once and press “Enter” on “no,” it will exit without making a new backup file.

You can change the backup mode if you press “Enter” after focusing on one of the three radio buttons. Or, you can press “Enter” on “confirm” by moving to it by pressing “tab (Space-4-5).” The default backup mode is set to “prompt backup changes when exiting.”

## 14.6 Backup Database

If a cold reset occurs, or if your battery goes dead, all of the data in the Database manager will be lost. So, it is very important that you make a backup file every time you make a change to the Database file. To go to “backup database,” open the menu by pressing “Space-m (dots 1-3-4)” or “F2.” Then, use the “Space-1” or “Space-4,” and find “backup database.” Then, press “Enter.” You can also press “u (dots 1-3-6)” while you are in the menu to get to “backup database.” Or, you can press “Enter-u (dots 1-3-6)” to activate this function without calling up the menu.

If you already have a backup file, you will hear the message “backup changes? Yes.” If you have made any changes to your database file, press “Enter” to create a new backup file. If you want to keep the previous backup file, press “Space,” locate “no,” and press “Enter” on it. When you make a backup file in your database manager, you will always have a new backup file with the extension SDF. The name of backup file is “UserDatabase.sdf”

## 14.7 Restore Database

If you want to restore the database file after a cold reset, press “Space-m (dots 1-3-4)” or “F2” to call up the menu, and use the up and down arrow keys to find “restore database.” Then, press “Enter” on “restore database.” Or, you can press “r (dots 1-2-3-5)” while you are in the menu to find “restore database.” You can also press “Enter-o (dots 1-3-5)” to activate this function, without calling up the menu.

If you activate the “restore database” function, and you already have an database file, you will hear the message, “database file already exists. restore? Yes” If you press “Enter,” the backup database file will be restored to the current database file. If you want to cancel, you press “Space” and press “Enter.”

## 14.8 Hot Keys for Database Manager

Add record: Enter-i (dots 2-4)
Search records: Enter-s (dots 2-3-4)
Table manager: Enter-t (dots 2-3-4-5)
List of records found: Enter-r (dots 1-2-3-5)
Setting backup option: Enter-e (dots 1-5)
Backup database: Enter-u (dots 1-3-6)
Restore database: Enter-o (dots 1-3-5)

1. Move by controls

Move to the next control: Tab (Space-4-5 or F3)
Move to the previous control: Shift-Tab (Space-1-2 or Space-F3)

2. Move in a list box
   Move to the next list item: Space-4 or down arrow key
   Move to the previous list item: Space-1 or up arrow key
3. Select your answer in the prompt box
   Move to the next answer: Space-4, Space, or down arrow key
   Move to the previous answer: Space-1, Backspace, or up arrow key
4. Move in the “list of records found”
   Move to the next record: Space-4 or down arrow key
   Move to the previous record: Space-1 or up arrow key
   Move to the last record: Space-4-5-6
   Move to the first record: Space-1-2-3
   Move to the next field: Space-5
   Move to the previous field: Space-2
   Move to the last field: Space-4-6
   Move to the first field: Space-1-3
   Move to previous same field different record: Space-3
   Move to next same field different record: Space-6

# 15. Extras

## 15.1 Games

### 15.1.1 Sense Dice game

You don’t need to bring dice anymore. Use Voice Sense!
Anyone can play Dice game anywhere, anytime.

15.1.1.1 Execute

1) Dice game is in ‘Extras’ from the main menu. Press enter on ‘Extras’ or press ‘X’ from the main menu.
2) Press 'X' or move to 'sense dice game' by pressing dot 4 with space and then press 'Enter' to start game.

15.1.1.2 How it works

You can hear opening sound when you start game and dice(s) list will show up. You can select the number of dices up to 3.

1) Press enter on the number of dices by pressing space-dot 1 or space-dot 4 to select that you want to play.
2) It will announce the number of dices that you selected with message and sound.
3) When you press enter, you can hear a rolling sound of dices and it displays the result.
4) Press space bar to play another game after the message ‘Press space key to go on” follows.
5) Press ‘space-z’ to exit the game. It will go back to ‘Extras’ menu.

15.1.1.3 Changing the number of dices

You can change the number of dices while playing game.

1) Press space-e or F4 when the message ‘Press space key to go on announces.
2) And select the number of dices that you want to play when the list displays.

Press enter on the list that you want to change playing.

15.1.1.4 Exit

Press space-z to exit the game. It will go back to ‘Extras’ menu.

### 15.1.2 Sense Brain Game

There are 4 games in Sense brain game. You can play everywhere, every time. It will help train your brain. Have fun and be smarter.

15.2.2.1 Execute

1) Sense brain game is in ‘Extras’ menu. To enter ‘Extras’ menu, press enter on ‘Extras’ menu or press ‘C’.
2) To start Sense brain game, press enter on ‘Sense brain game’ or press ‘R’.

15.1.2.2 Game menu

There are 5 menus in Sense brain game: 4 game menus (Memory game, Reverse game, Chase a criminal, and Multiplication table) and ‘View ranking’ menu. To start game, press enter on a game you want. You can see your record in ‘View ranking’ menu.

15.1.2.3 Playing game

When you start each game, you can hear opening sound and instruction. Press enter to start game or press space to listen to the instruction again.

#### 15.1.2.4 Memory game

When the game is started, you can hear numbers or alphabets one by one. Take stage 1 For instance, it will say 3 numbers one by one. Memorize these numbers.
When it says ‘Type the answer’, write the numbers in the order and press enter. If the answer is correct, you can go next question. If the answer is incorrect or time is over, you can hear a beep sound and the game will be over. Answering time is 10 seconds.
When the game is over, it will say your score. If your score is between rank 1 and 5, it will say ‘Type your ID’. Write your name and press enter to record. (You can check your record in ‘View ranking’ menu) Or press space-e or space-z to skip it.
Finally, it will ask ‘Do you want to play again?’ Press enter on ‘Yes’ to play game again. Or press enter on ‘No’ to back to game menu.

#### 15.1.2.5 Reverse game

When the game is started, you can hear numbers or alphabets one by one. Take stage 1 For instance, it will say 3 numbers one by one. Memorize these numbers.
When it says ‘Type the answer’, write the numbers in reverse order and press enter. If the answer is correct, you can go next question. If the answer is incorrect or time is over, you can hear a beep sound and the game will be over. Answering time is 10 seconds.
When the game is over, it will say your score. If your score is between rank 1 and 5, it will say ‘Type your ID’. Write your name and press enter to record. (You can check your record in ‘View ranking’ menu) Or press space-e or space-z to skip it.
Afterwards, it will ask ‘Do you want to play again?’ Press enter on ‘Yes’ to play game again. Or press enter on ‘No’ to back to game menu.

#### 15.1.2.6 Chase a criminal

When the game is started, you can hear a sound of footsteps. A thief hid in a 10-story building. A police will say on which floor the thief hided. After a while, the thief will run away to the up and down stairs. It will say ‘Up’ and ‘down’ repeatedly. Listen carefully and you need to find on which floor the thief finally hided.
When it will say ‘Type the answer’, write the number of floor the thief hided and press enter. If the answer is correct, you can go next question. If the answer is incorrect or time is over, you can hear a beep sound and the game will be over. Answering time is 10 seconds.
When the game is over, it will say your score. If your score is between rank 1 and 5, it will say ‘Type your ID’. Write your name and press enter to record. (You can check your record in ‘View ranking’ menu) Or press space-e or space-z to skip it.
Finally, it will ask ‘Do you want to play again?’ Press enter on ‘Yes’ to play game again. Or press enter on ‘No’ to back to game menu.

#### 15.1.2.7 Multiplication table

When the game is started, you can hear numbers one by one. Take stage 1 for instance, it will say 2 1-digit numbers one by one. Multiply these numbers.
When it says ‘Type the answer’, write the multiplied number and press enter. If the answer is correct, you can go next question. If the answer is incorrect or time is over, you can hear a beep sound and the game will be over. Answering time is 10 seconds.
When the game is over, it will say your score. If your score is between rank 1 and 5, it will say ‘Type your ID’. Write your name and press enter to record. (You can check your record in ‘View ranking’ menu) Or press space-e or space-z to skip it.
Finally, it will ask ‘Do you want to play again?’ Press enter on ‘Yes’ to play game again. Or press enter on ‘No’ to back to game menu.

#### 15.1.2.8 View ranking

You can see your record in this menu. Press enter on ‘View ranking’ menu. Press dot-1 with space or dot-4 with space and press enter on the game name you want to check.
The ranking list will show up. It shows rank, name and score. Press space to see next record. To go back to ‘View ranking’ menu, press enter.

## 15.2 Hot Keys in Extras

1. **Game**
   Skip record: space-e/space-z

# 16. Social Networking

A social networking service is an online service, platform, or site that focuses on building and reflecting of social networks or social relations among people who share interests and/or activities.

To execute the Social networking service, follow these steps:

(1) The Voice Sense needs to be connected to the internet using “Setup internet” of the “Utilities”.

(2) Press the short cut key, “c (dots 1-4)” form the program menu. Or using the navigation key to move to the “social networking” and press “Enter.”

## 16.1 The component of the Social networking service

Social networking consists of following services.

1) Twitter (t)
2) Google talk (g)
3) Msn messenger (n)

Each account should be created through the web before using the service in the Voice Sense.

To navigate between each program, you need to press “Space-1” or “Space-4”. Executing each service, press “Enter” on the program or shortcut key.

## 16.2 Twitter

"Twitter" is one of the social networking services that allow users to communicate with other users in real time. Using "Twitter", you can post and read other mentions.
Also you can send and receive mention or message conveniently and search tweets quickly, after adding to favorite with ‘Add to Favorite’ function.

The following is how to launch “Twitter”.

1) Within the main menu, press "c (dots 1-4)" or move to the “Social Networking" using “Space-4" and press "Enter". And then you can enter sub menu of “Social Networking".
2) Press "t (dots 2-3-4-5)" or move to the "Twitter" and then press "Enter".

### 16.2.1 Main Terms

1) Tweet: It is a message posted in ‘Twitter’. It is similar to posting on the message board. But, the difference is there is no space to write title, compared to common posting.
2) Tweets allow you to post 140 characters regardless of language. It can contain URL.
3) Mention: It allows you to send more than one person tweets.Reply belongs to Mention type.
4) Reply: This is to answer on a mention to specific user.
5) Follow: This is to follow other users. You can subscribe other user’s tweets which you are following.
6) Followers: This means other users following you, in other words, who subscribe your tweets.
7) Unfollow: This means to stop following other users.
8) Retweet: This is to delivery other user’s tweet to your ‘Follower’. It is similar to recommendation used in general message. Also, "RT" is abbreviation.
9) Friend: This is users who follow each other. In other words, you follow ‘A’ user and also ‘A’ user follows you.
10) DM: DM is Direct Message which allows you to send and receive ‘Direct Message’ with just one person. You can only send a ‘Direct Message’ to ‘Follower’.
11) Also only users who exchange message can see ‘Direct Message’. Other users can’t see their ‘Direct Message’.
12) Timeline: This appears tweets which your follows posted in the newest registration order.

### 16.2.2 Launch “Twitter”

In order to use "Twitter" program, you need a "Twitter" account. Visit "Twitter" web site and create "Twitter" account. If you have a "Twitter" account, you can use "Twitter" program after login.
If you want to use "Twitter", the Voice Sense needs to be connected to Internet.

#### 16.2.2.1 Sign In

If you launch "Twitter", ‘Sign In’ dialog box appears. You can move to the next control pressing "Tab"(F3 or “Space-4-5") or to the previous control pressing “Shift-Tab"(“Space-F3" or “Space-1-2").

“Sign In” dialog box consists of as follows.

1) ID: As a computer edit box, you should type a "Twitter" account Id.
2) Password: As a computer edit box, type “Twitter” password.
3) Automatically set the time from the Internet: As a check box, It can set whether Voice Sense Time is equivalent to Internet Time Server or not. The default is “Select".
4) Remember me: As a check box, you can choose whether you save ‘ID’ or not. The default is "Uncheck".
5) Save password: As a check box, you can choose whether you save ‘password’ or not. The default is "Uncheck".
6) Auto Sign In: As a check box, you can choose whether you automatically sign in “Twitter”. The default is “Uncheck”. If you select “Check”, you can automatically sign in without displaying “Sign-in” dialog box. But, in order to use ‘Auto Sign In’ function, ‘Remember me’ check box and ‘Save Password’ check box are set to “Check”. One of these check boxes is set to “Uncheck”, ‘Auto Sign In’ function will not work.
7) Sign In: You can access to the twitter.
8) Cancel: You can cancel access and close “Twitter” program.

The followings are the way to sign in "Twitter".

1) When the ‘Sign In’ dialog box appears you will be placed in the "ID" computer edit box. Here, you should type the ‘ID’ that you have registered for your "Twitter". Note that the ‘ID’ should be typed using computer Braille.
2) Press "Tab (F3 buttons or Space-4-5)" to move to the "Password" computer edit box. On this box, type the password that you have setup for your "Twitter" account. Again, you should use computer Braille for this.
3) If you want to save ‘ID’ and ‘password’, press ‘Space’ key to set to “check” on both ‘Remember me’ check box and ‘Save password’ check.
4) Also, if you want to automatically sign in “Twitter”, press ‘Space’ key to set to “check” on ‘Auto Sign In’ check box.
5) Press "Enter". Or after moving to the "Sign In" button using "Tab (Space-4-5)" and then press "Enter"
6) With a "Connecting" message, Voice Sense will try to sign in “Twitter”. If sign-in is successful, a "Refreshing Home Timeline" message will be displayed. After a little moment, ‘Tweet Window’ appears. If the Voice Sense is not connected to the Internet, “Please check your internet connection” message will be displayed and back to the ‘ID’ computer edit box.

16.2.2.2 Sign out and Exit

‘Sign Out’ is a function to close “Twitter” program launched with current account and return to ‘Sign In’ dialog box. In order to launch ‘Sign Out’ functions, press hot key, “Enter-g(dots 1-2-4-5)” or press ‘Enter’ on ‘Sign out’ menu located on the sub-menu of “File” by calling up the menu.

If you want to exit “Twitter” program, press “Space-z (dots 1-3-5-6)” or press ‘Exit’ menu located on the sub-menu of “File” by calling up the menu.

### 16.2.3 Twitter window

If you successfully sign in, first ‘Twitter window’ will appear. ‘Twitter window’ consists of 10 controls. You can move to the next control pressing "Tab"(F3 or “Space-4-5") or to the previous control pressing “Shift-Tab"(“Space-F3" or “Space-1-2").

The followings are compositions of Twitter Window.

1) Timeline: This represents tweet or retweet of your follows in the newest registration order.

   Timeline appears “A writer Id: Tweet” as follows.
   himsintl: Hello. This is HIMS International.

   In case of Mention, it appears “Sender ID: @ receiver Id, Tweet” as follows.
   Kimjk:@himsintl Hello.

   In case of ‘Retweet’, it appears "recommender Id: RT @ writer Id: Tweet" as follows.
   Bill:RT:@robin: Happy birthday!!.

   The followings are movement keys used in Timeline.
   - Move to the next tweet: Space-4
   - Move to the previous tweet: Space-1
   - Move to the first tweet on the refreshing list: Space-1-23
   - Move to the last tweet on the refreshing list: Space-4-5-6
   - Move to the previous 32 list: Space-1-2-6
   - Move to the next 32 list: Space-3-4-5

2) Time list: This is a list to display date and time of tweets focused. Time list is displayed as below.
   Friday, January 1, 2011, 3:00 pm

3) Next list: Whenever you launch this function, it can load lists by 32 tweets. You can launch this function pressing hot key, "Enter-n (dots 1-3-4-5)" or "Enter" key on this button.
4) Refresh button: This refreshes Timeline. You can launch "Refresh" by pressing "Enter-r (dots 1-2-3-5)" or "Enter" key on the button.
5) Tweet button: Using this button, you can write tweet. You can launch the function by pressing "Enter-t (dots 2-3-4-5)" or "Enter" key on the button.
6) Reply button: you can write reply on the focused tweets. You can launch the function pressing "Enter-y (dots 1-3-4-5-6)" or "Enter" key on the button.
7) Remove button: You can delete tweet that you posted. You can launch the function pressing “Space-d (dots 1-4-5)" or "Enter" key on the button. This button appears, only when focus is on tweet which you posted. If other’s tweet is focused, this button can’t appear.
8) Retweet button: You can repost another user's tweet. You can launch the function by pressing "Enter-e (dots 1-5)" or "Enter" key on the button. ‘Retweet’ button can’t appear when focus is on your tweets.
9) Add to Favorite button: You can add focused tweet to the ‘Favorite list’. You can launch the function by pressing "Enter-v (dots 1-2-3-6)" or "Enter" key on the button.
10) Tweet Information: You can view detailed information of the focused tweet. You can execute this function by pressing ‘Enter’ on ‘Tweet Information’ button or ‘Backspace-i (dots 2-4)’.

### 16.2.4 Timeline

Voice Sense Twitter Program assists a variety of Timeline list.

On ‘Twitter Window', Timeline displays tweets corresponded to each timeline. With hot key, you can display the desired tweets, switching Timelines quickly. In other words, it is possible to display given mentions and specific user’s tweets.

16.2.4.1 A kinds of Timeline

1) Home Timeline: ‘Home Timeline’ is displayed when you sign in "Twitter" at first.
2) All tweets which your follows posted appear. The hot key for ‘Home Timeline’ is "Enter-h (dots 1-2-5)". No matter what Timeline is displayed, if you press "Enter-h (dots 1-2-5)", refreshing ‘Home Timeline’ will represent.
3) Friend Timeline: This will display all tweets, except for ‘Retweet’.
4) The hot key for ‘Friend Timeline’ is "Enter-f (dots 1-2-4)". No matter what Timeline is displayed, if you press "Enter-f (dots 1-2-4)", refreshing ‘Friend Timeline’ will represent.
5) User Time line: It displays only the tweets which specified user posted.
6) Hot key is "Enter-u (dots 1-3-6)". You need to specify a user, because ‘User Timeline’ displays only specific user’s tweets.
7) If you press the hot key, "Enter-u (dots 1-3-6)", edit box to type user ID will appear. On this edit box, you can type user Id and then press "Enter". After refreshing tweets that specific user posted, it appears.
8) Current User Timeline: It displays current user timeline. The hot key is “Backspace-u (dots1-3-6)”. No matter what Timeline is displayed, if you press "Backspace-u (dots 1-3-6)", Current User Time line will represent.
9) Mention Timeline: It displays your mention received.
10) The hot key is "Enter-m (dots 1-3-4)”. Regardless of any Timeline, if you press "Enter-m (dots 1-3-4)" on the "Twitter window", ‘Mention Timeline’ will be displayed after refreshing.
11) Retweet By Me: Only other user’s tweets which you recommend are displayed.

12) The hot key is "Backspace-b (dots 1-2)". Regardless of any timeline, if you press "Backspace-b (dots 1-2)" on the "Twitter window", ‘Retweet By me’ will be displayed after refreshing.
13) Retweet To Me: This displays only tweets recommended by your follows.
14) The hot key is "Backspace-t (dots 2-3-4-5)". Regardless of any timeline, if you press "Backspace-t (dots 2-3-4-5) on the "Twitter window" ‘Retweet To Me’ will be displayed after refreshing.
15) Retweet Of Me: It displays only your tweet recommended by your followers.
16) The hot key is "Backspace-o (dots 1-3-5)". Regardless of any timeline, if you press "Backspace-o (dots 1-3-5)" on the "Twitter window", ‘Retweet Of Me’ will be displayed after refreshing.
17) Also you can see "Timeline", when you call up menu and move to the "Timeline" menu, pressing “Space-4". After executing each "Timeline" menu, Timeline will be displayed.

#### 16.2.4.2.Refresh

Refresh is a function to renew tweet list indicated in Timeline. Once executing the function, Voice Sense will access to the twitter server and load new posted tweets. And then new posted tweets are rearranged in chronological order.
You can launch ‘Refresh’ function by pressing the hot key "Enter-r (dots 1-2-3-5)". Or Press "Tab" on the ‘Twitter’ window and move to the "Refresh" button and press "Enter".

#### 16.2.4.3 Load next list

This is a function to load next tweet list by 32 tweets, whenever you launch the function. The tweets list is accumulated in Timeline until executing ‘Refresh’.
In order to load next list, you have to press hot key, "Enter-n (dots 1-3-4-5)" or move to the "Next list" button pressing "Tab" and press "Enter".

### 16.2.5. Manage "Tweet"

#### 16.2.5.1 Tweet

This is a function to post writing to "Twitter" server.
To call up "Tweet" dialog box, press hot key, "Enter-t" on the "Twitter" window or move to the "Tweet" dialog box, using "Tab" and then press "Enter". Or Select "Tweet" on the sub menu of "Tweets", after calling up the menu.
"Tweet" dialog box consists of 4 controls. You can move to the next control pressing "Tab"(F3 or “Space-4-5") or to the previous control pressing “Shift-Tab"(“Space-F3" or “Space-1-2").

1) Tweet? : As edit box, you can write tweet.
2) Characters: As a status bar, it displays current characters and maximum characters like ‘Characters: 0/140T’.
3) Tweet: You can post tweet using this button.
4) Cancel: you can cancel posting of tweet using this button.

To post tweet, follow these steps.
   (1) Once "Tweet" dialog box is launched, "Tweet?" edit box appears.
   (2) If you have typed tweet, press "Enter"
   (3) If posting of tweet is successful, "Tweet completed" message represents.

#### 16.2.5.2 Remove Tweet

This is a function to delete tweet which you posted but you are not able to delete tweet which other users posted.
The followings are the way to delete tweets.
   (1) Move to your tweet which you want to delete in Timeline.
   (2) Press “Space-d (dots 1-4-5)”. Or move to the "Remove" button, Using "Tab" key and press "Enter". Or call up the

menu, enter sub menu of "Tweets" and launch "Remove Tweet".

(3) "Do you want to delete? Yes" message appears. Once you press "Enter", tweet will be removed. If you want to cancel removing the tweet, you have to press “Space" to change the button to "No" and press "Enter". Or Press "F4" or “Space-e (dots 1-5)”. After canceling delete, you will go to the Timeline.

#### 16.2.5.3 Retweet

Retweet is a function to deliver tweets which your follow posted to your followers. It is used on the tweets such as notification and sympathizing tweet. You can’t recommend tweet you posted.

The followings are how to retweet.

(1) Within Timeline, move to the tweet you want to repost.

(2) Press "Enter-e (1-5)". If retweet is successful, “Successfully retweet" message will appear and you will go to the Timeline.

#### 16.2.5.4 Send Mention

Mention is tweets which would be sent to more than one specified user. You can use "Mention" function when you want to communicate with specific users intensively.
How to send mentions is similar to way to post tweet. Just, enter at sign (@) in front of User Id and type mention you want to send.

The following examples show the way to send mention.

(1) Launch "Tweet" dialog box, pressing "Enter-t (dots 2-3-4-5)" on the Timeline.

(2) If "Tweet" dialog box is launched, "Tweet?" message is displayed.

(3) As following examples, enter at sign (@) in front of the "User ID" and type your message.

Example 1: @Robin Hello, teacher.
Example 2: @Bill @Robin let’s have dinner together this evening.
"Example 1" sends "Hello, teacher" mention to "Robin".
"Example 2" sends “Let’s have dinner together this evening” mention to "Bill" and "Robin".

(4) Press "Enter"
(5) If sending is successful, "Tweet Completed" message will be displayed.

16.2.5.5 Reply

Reply is a function to answer received mention or tweet which other users posted. Reply is sent to as a mention type.
If you want to open "Reply" dialog box, on the tweet which you want to answer, press "Enter-y(1-3-4-5-6)" or move to the "Reply" dialog box by pressing "Tab" and then press "Enter”.
Or After calling up the Menu, you can select "Reply" located on the sub menu of "Tweets".

"Reply" dialog box contains 4 controls as the same as "Tweet" dialog box. You can move to the next control pressing "Tab"(F3 or “Space-4-5") or to the previous control pressing “Shift-Tab"(“Space-F3" or “Space-1-2").

1) Tweet? : This is edit box. You can write answer on this box.
2) Characters: This is status bar. It displays current characters and maximum characters like ‘Characters: 0/140T’.
3) Tweet: As a button, if you press "Enter", reply will be posted.
4) Cancel: As a button, you can cancel posting reply.

The followings are how to post reply.

(1) Within Timeline, move to the tweet which you want to reply and then press "Enter-y (dots 1-3-4-5-6)".
(2) "Reply" dialog box is launched and "Tweet?" edit box appears.
    On the edit box, User ID who receives reply is already input as below.
    Tweet? @robin
(3) If you have type message, press "Enter".
(4) If posting reply is successful, "Tweet Completed" message will appear.

16.2.5.6 Tweet Information

Tweet Information provides 2 functions. One is a function to connect URL to web browser, if tweets contain URL address. The other is a function to copy tweets content.
In order to call up the "Tweet Information" press "Enter" on the desired tweet.
"Tweet from User Id" dialog box consists of 3 controls. You can move to the next control pressing "Tab"(F3 or "Space-4-5") or to the previous control by pressing "Shift-Tab"("Space-F3" or "Space-1-2").

1) Content: As a status control, this represents message content.
2) URL: As a list, this represents URL address contained in tweet. Using "Space-4" or "Space-1", select URL as you desire and press "Enter". And then web browser is launched to access to the URL address.
3) Close: As a button, this closes "Tweet from User Id" dialog box and go back to the Timeline. Also you can use "F4" or "Space-e (dots 1-5)" key in order to close.

The followings are editing hot keys used in Contents box.

1) Start selection: "Enter-b (dots 1-2)"
2) Select all: Enter-a (dot 1)
3) Copy: Enter-c (dots 1-4)

#### 16.2.5.7 Add to Favorite

“Add to Favorite” is a function to add specific tweet to ‘Favorite List’ and it is similar to ‘Favorites’ function. You can add tweets as favorite. Later you can see the tweets quickly, calling up the ‘Favorite list’.

The followings are how to add tweets to favorite.

(1) In Timeline, move to the tweet which you want to add to favorite.
(2) Press "Enter-v (dots 1-2-3-6)”. Or using "Tab" key, move to ‘Add to Favorite’ button and press "Enter". Or you can launch "Add to Favorite" menu located on the sub menu of "Tweets", after calling up the menu.
(3) If addition is successful, "Completed" message will be displayed and then Voice Sense will return to "Timeline".

#### 16.2.5.8 Favorite List

You can check your favorites calling up the ‘Favorite list’ dialog box. In order to call up ‘Favorite List’ dialog box, press "Enter-l (dots 1-2-3)" or launch ‘Favorite List’ located on the sub menu of "Tweets", after calling up menu. ‘Favorite List’ dialog box contains 4 controls. You can move to the next control pressing "Tab"(F3 or “Space-4-5") or to the previous control pressing “Shift-Tab"(“Space-F3" or “Space-1-2").

1) Favorite list: This is a list to appear your favorite. It is arranged in the newest registration order.
2) Next list: Whenever you launch this function, it can load lists by 32 favorites. Press "Enter-n (dots 1-3-4-5)" or "Enter" key

on this button.

3) Remove: As a button, you can delete focused favorite. If you press “Space-d (dots 1-4-5)" or move to the button and press "Enter", the favorite will be deleted.
4) Close: This will close ‘Favorite List’ dialog box and go to the previous status. Or you can use "F4" or “Space-e (1-5)".

### 16.2.6. Manage Follow

#### 16.2.6.1 Follow User

This is a function to follow user. In order to call up “Follower User” dialog box, press "Backspace-a (dot 1)". Or after calling up the menu, you can launch "Follow User" on the sub menu of "Follow".
"Follow User" dialog box consists of 3 controls. You can move to the next control pressing "Tab"(F3 or “Space-4-5") or to the previous control pressing “Shift-Tab"(“Space-F3" or “Space-1-2").

1) Follow User id?: As a edit box, you can type the desired User Id.
2) Confirm: As a button, you can follow the user.
3) Cancel: As a button, you will go to the status right before calling up the menu.

The followings are how to follow the user.

(1) Once "Follow User" dialog box is launched, "Follow User id?" edit box appears.
(2) On this box, you can input the desired User Id and then press "Enter".
(3) "Adding Follow" message is displayed and Voice Sense tries to follow.
(4) If following is successful, "Follow complete" message will be displayed and you will go to the status right before calling up the menu.

#### 16.2.6.2 Following

“Following” represents your follows.
In order to call up "Following" dialog box, press "Backspace-l (dots 1-2-3)". Or launch "Following" on the sub menu of "Follow", after calling up the menu.
"Following" consists of 5 controls. You can move to the next control by pressing "Tab"(F3 or “Space-4-5") or to the previous control by pressing “Shift-Tab"(“Space-F3" or “Space-1-2").

1) Following: As a list, it lists your follows.
2) About me: As a status box, it displays self- introduction of focused user.
3) Next list: Whenever you launch this function, it can load lists by 32 ‘follows’. This function is launched when you press "Enter-n (dots 1-3-4-5)"or "Enter" key on this button.
4) Remove Follow: As a button, this will delete focused follow. (unfollow).
5) Close: As a button, you can close "Following" dialog box and will go to the previous status. Or you can use "F4" or “Space-e (dots 1-5)".

#### 16.2.6.3 Remove Follow

“Remove Follow” is a function to make your follow “unfollow”.
“Remove Follow” can be launched when "Following" is called up.

The followings are how to delete follow.

(1) Press "Backspace-l (dots 1-2-3)" on "Tweet Window”. Following appears.
(2) Move to the ‘follow’ which you want to delete using “Space-4" or “Space-1".
(3) Press hot key, “Space-d (dots 1-4-5)". Or move to the "Remove Follow" button using "Tab" and press "Enter".

(4) "Do you want to delete? Yes" message appears. If you press "Enter", selected ‘follow’ will be deleted. (Unfollow).

If you want to cancel to remove ‘follow’, change "Yes" button to "No" button, by pressing “Space" key. Or press "F4" or “Space-e (dots 1-5)". After canceling the delete, it is located in following.

16.2.6.4 Followers

“Followers” indicates Users who follow you.
In order to call up “Followers”, press hot key, "Backspace-e (dots 1-5)". Or by calling up menu and moving to sub menu of "Follow", you can launch "Followers".
“Followers” dialog box consists of 5 controls. You can move to the next control pressing "Tab"(F3 or “Space-4-5") or to the previous control pressing “Shift-Tab"(“Space-F3" or “Space-1-2").

1) Followers: As a list, it lists your followers.
2) About me: As a status box, it displays self- introduction of focused user.
3) Next list: Whenever you launch this function, it can load lists by 32 ‘followers’. This function is launched when you press "Enter-n (dots 1-3-4-5)"or "Enter" key on this button.
4) Follow User: As a button, you can follow focused user.
5) Close: As a button, you can close "Followers" dialog box and return to previous status. Also you can launch “Close” with "F4" or “Space-e (dots 1-5)".

### 16.2.7. Use Direct Message

Direct Message allows you to send and receive Direct Message with just one person.
Only users who exchange message can see Direct Message. Other users can’t see their Direct Message. Also, you can only send a ‘Direct Message’ to follower.

#### 16.2.7.1 Send Direct Message

“Send Direct Message" is a function to send ‘Direct Message’ (DM) to one of the ‘followers’. In order to call up “Send Direct Message” dialog box, press "Enter-s (dots 2-3-4)" or launch “Send Direct Message" menu located on sub menu of "Tweets", after calling up the menu. “Send Direct Message" dialog box consists of 6 controls. You can move to the next control pressing "Tab"(F3 or “Space-4-5") or to the previous control pressing “Shift-Tab"(“Space-F3" or “Space-1-2").

1) Followers: Your followers appear. And then select follower who you want to send Direct Message.
2) Next list: Whenever you launch this function, it can load lists by 32 followers. Press "Enter-n (dots 1-3-4-5)" or "Enter" key on this button
3) Message: As edit box, you can type message on this box.
4) Characters: As a status bar, it displays current characters and maximum characters like ‘Characters: 0/140T’.
5) Send: You can send "Direct Message" by this button. Press "Enter-s (dots 2-3-4)" or "Enter" key on this button.
6) Close: You can close “Send Direct Message" dialog box and go to the previous status. Or you can use "F4" or “Space-e (1-5)".

The followings are way to send "Direct Message".

(1) If you launch “Send Direct Message" dialog box, ‘followers’ is displayed. Within in ‘followers’, you can select ‘follower’ using “Space-4" or “Space-1".
(2) When there is no ‘follower’ which you want on the list, if you call up the ‘next list’ pressing "Enter-n (1-3-4-5)", you can find the desired ‘follower’.
(3) Move to the "Message" edit box by pressing "Tab".
(4) Write a message and press "Enter".

(5) “Sending a Message" message is displayed and Direct Message is sent.
(6) If send is successful, "Message transfer is completed" message will be displayed and you will go to the ‘followers’ within “Send Direct Message" dialog box.

16.2.7.2 Received Direct Message

This function allows you to view Direct Message.
In order to call up the menu, press "Backspace-r (dots 1-2-3-5)” or launch "Received Direct Message" menu located on the sub menu of "Tweets", after calling up the menu.
"Received Direct Message" dialog box consists of 4 controls. You can move to the next control pressing "Tab"(F3 or “Space-4-5") or to the previous control pressing “Shift-Tab"(“Space-F3" or “Space-1-2").

1) Received Direct Message: This is a list. ‘Direct Message’ represents in the newest registration order. Message is displayed as "ID: message"
2) Next list: Whenever you launch this function, it can load lists by 32 messages. Press "Enter-n (dots 1-3-4-5)" or "Enter" key on the button.
3) Reply: You can write a reply on the focused ‘Direct Message’. You can launch this function pressing "Enter-y (dots 1-3-4-5-6)" or "Enter" key on the button.
4) Close: As a button, you can close "Received Direct Message" dialog box and go back to the status right before calling up the function. Or you can use "F4 or space-e (dots 1-5)"

16.2.7.3 Sent Direct Message

“Sent Direct Message" is a function to view ‘Direct Message’ which I send.
In order to call up the “Sent Direct Message" dialog box, press

"Backspace-m(dots 1-3-4)" or launch “Sent Direct Message" menu located on the sub menu of "Tweets", after calling up the menu. “Sent Direct Message" dialog box contains 3 controls. You can move to the next control pressing "Tab"(F3 or “Space-4-5") or to the previous control pressing “Shift-Tab"(“Space-F3" or “Space-1-2").

1) Sent Direct Message: As a list, it indicates ‘Direct Message’ which I sended in the newest registration order. ‘Direct Message’ is displayed as “Sender Id: Message".
2) Next list: Whenever you launch this function, it can load lists by 32 messages. Press "Enter-n (dots 1-3-4-5)" or "Enter" key on this button.
3) Close: As a button, you can close “Sent Direct Message" dialog box and go back to the status right before calling up the function. Or you can use "F4 or space-e (dots 1-5)".

### 16.2.8. Use Search function

"Twitter" program allows you to search registered users and words contained in tweets with “Search” function.
Also, it provides “Save Search” function in order to save words used frequently.

#### 16.2.8.1 Global Search

"Global Search" launches search for entered word among all "Twitter" Timelines and shows the result. Also you can follow user with "Global Search" function.
In order to call up the "Global Search" dialog box, you have to press “Space-f (dots 1-2-4)" or launch "Global Search" menu in sub menu of “Search", after calling up the menu.
You can move to the next control pressing "Tab"(F3 or “Space-4-5") or to the previous control pressing “Shift-Tab"(“Space-F3" or “Space-1-2").

1) Search word?: This is edit box and you can enter word which you want to search.
2) Next list: Whenever you launch this function, it can load lists by 20 results. You can launch "Next list" by pressing "Enter-n (dots 1-3-4-5)" or "Enter" key on the button.
3) Search result: In the list, search results appear such as "User Id: Self-introduction". ‘Search result’ button represents only when there are search results.
4) Follow User: As a button you can follow the focused user with this button. ‘Follow User’ button represents only when there are search results.
5) Confirm: As a button, you can execute search.
6) Cancel: As a button, you can close “Global Search” dialog box and return the status right before calling up the Menu. Or you can cancel by pressing "F4" or “Space-e (1-5)”.

The followings are the way to follow user.

(1) If "Global search" dialog box is launched, “Search word" edit box appears. You can type the desired word on this edit box.
(2) If you press "Enter", searching tweet starts with “Searching" message.
(3) If search is successful, immediately search results appear. When there is no search result, "No search results" message will be displayed and you will go to the “Search word" edit box.
(4) In the search result list, you can move to user whom you want to follow, by pressing “Space-4" or “Space-1".
(5) Press "Backspace-a (dots 1)" and then you can follow focused user.

16.2.8.2 User search

"User search" is a function to search for entered words among

user’s profile, id and name registered in Twitter.
In order to call up the "User Search" dialog menu, press "Backspace-f (dots 1-2-4)" or launch "User Search" menu located on the sub menu of “Search" menu, after calling up the menu. It is similar to "Global search" dialog box.
"User Search" dialog box consists of 5 controls. You can move to the next control pressing "Tab"(F3 or “Space-4-5") or to the previous control pressing “Shift-Tab"(“Space-F3" or “Space-1-2").

1) Search word?: As a edit box, you can enter word which you want to search.
2) Next list: Whenever you launch this function, it can load lists by 20 results. You can launch "Next list" by pressing "Enter-n (dots 1-3-4-5)" or "Enter" key on this button.
3) Search result: In the list, search results appear such as "User Id: About me". ‘Search result’ button represents only when there are search results.
4) Follow User: As a button, you can follow the focused user with this button. ‘Follow User’ button represents only when there are search results. Or press "Backspace-a (dots 1)" and then you can follow focused user.
5) Confirm: As a button, you can execute search.
6) Cancel: As a button, you can close “User Search” dialog box and return to the status right before calling up the Menu. Or you can use "F4" or “Space-e (1-5)".

The followings are way to follow User, using "User Search" dialog box.

(1) If "Global search" dialog box is launched, “Search word" edit box appears. You can type the desired User Id or name on this edit box.
(2) If you press "Enter", searching tweet starts with “Searching" message.
(3) If search is successful, immediately search results appear. When there is no search result, "No search results"

message will be displayed and you will go to the “Search word" edit box.

(4) In the search result list, you can move to user whom you want to follow, by pressing “Space-4" or “Space-1".

(5) Press "Backspace-a” and then you can follow focused user.

16.2.8.3 Use “Search word list" dialog box

“Search word list” saves search word used frequently and help you search tweets and User Id quickly.
To call up the “Search word list" dialog box, press "Backspace-w(dots 2-4-5-6)" or call up the menu, enter sub menu of “Search”, move to the “Search word list" and press "Enter".
“Search word list" dialog box consists of 6 controls. You can move to the next control pressing "Tab"(F3 or “Space-4-5") or to the previous control pressing “Shift-Tab"(“Space-F3" or “Space-1-2").

1) Word list: It displays search words saved.
2) Global search: You can search tweets with focused words using this button.
3) User search: You can search user with focused words.
4) Add search word: You can add new word using this button.
5) Remove search word: You can delete the focused word using this button.
6) Close: Using this button, you can close “Search word list" dialog box and go back to the status right before calling up the function. Or you can use "F4 or space-e (dots 1-5)".

You can save words in the “Search word list” as follows.

(1) If you have launched “Search word list" dialog box, press "Enter-a"

(2) “Save Search?" edit box appears.

(3) Type the desired word and press "Enter".

(4) Once entered word is saved, ‘save completed’ message

will be displayed.

The followings are the way to delete words saved in search word list.

(1) Move to the word which you want to delete in word list using “Space-4" or “Space-1".
(2) Press “Space-d (dots 1-4-5)”. Or move to the "Remove Search word" button by pressing "Tab" and press "Enter".
(3) When "Do you want to delete? Yes" message appears, if you press "Enter", the word will be deleted. If you want to cancel to delete the word, change the button to "No" with “Space" key and then press "Enter". Or press "F4" or “Space-e (dots 1-5)". After you cancel to remove, you will go the “Search word list".

### 16.2.9. Additional Function

#### 16.2.9.1 Viewing Personal Information and Edit

“Personal Information” dialog box provides functions to check and edit personal account information.
To open ‘Personal Information’ dialog box, press "Enter-I (dots 2-4)" or move to the "Personal Information" on the sub-menu of “File” and then press "Enter".

The followings are the information you can check in “Personal Information” dialog box. You can move to the next control pressing "Tab"(F3 or “Space-4-5") or to the previous control pressing “Shift-Tab"(“Space-F3" or “Space-1-2").

1) Name
2) ID
3) Homepage
4) About me

5) Follow count
6) Follower count
7) Edit
8) Close

"Personal Information" dialog box can edit name, homepage, a self-introduction. The followings are way to modify personal information.

(1) After executing ‘Personal Information’ dialog box, move to the ‘Edit’ button by pressing "Tab".
(2) Press "Enter" and then control box appears. It contains Name EB, Homepage CEB, About me EB, Save BT, Close BT.
(3) Type the desired information on Name EB, Homepage CEB, About me EB. Type Homepage information, using computer Braille.
(4) Press ‘Save’ button and then a "Refreshing user information" message is displayed. It tries to refresh information.
(5) If the refreshing is successful, “Save complete" message will be displayed and you will go to the status right before pressing "Edit" button.

16.2.9.2 Save Current Timeline

“Save Current Timeline” is a function to save all current timeline lists as text file. In order to call up “Save Current Timeline” dialog box, press ‘Space-s (dots 2-3-4)’ on the “Tweet Window” or press “Enter” on the “Save Current Timeline” menu located on the sub menu of “File”.
“Save Current Timeline” dialog box consists of 4 controls. You can move to the next control pressing "Tab"(F3 or “Space-4-5") or to the previous control pressing “Shift-Tab” (“Space-F3" or “Space-1-2").

1) File name: As a combo edit box, you can enter file name as you desire. The default is ‘Timeline name current date’ like ‘Home Timeline 20110310’.
2) Confirm: As a button, you can execute “Save Current Timeline”
3) Cancel: As a button, you can exit “Save Current Timeline” dialog box and return to the “Tweet Window”, the previous status right before calling up the menu.
4) File List: As a list, you can change the storage path.

The followings are move keys used in file list.

Move to the previous list: up scroll button (Space-1)
Move to the next list: down scroll button (Space-4)
Move to the top of the list: Ctrl-home (Space-1-2-3)/ Home (Space-1-3)
Move to the bottom the list: Ctrl-end (Space-4-5-6)/ End (Space-4-6)
Enter into selected folder or open the selected file: Enter
Move to the upper level folder: Backspace

The following is how to save current timeline.

(1) Press “Space-s (dots 2-3-4)” on the “Tweet window”. ‘File name’ edit box will appear.
(2) Type the desired file name and press “Enter”.
(3) If you don’t change the folder, current timeline will be saved in the "/flashdisk/My Documents" folder.

### 16.2.10 Hot Keys for Twitter

Sign Out: Enter-g(dots 1-2-4-5)
Personal Information: Enter-I (dots 2-4)
Save Current Timeline: Space-s(dots 2-3-4)
Home Timeline: Enter-h (dots 1-2-5)
Friend Timeline: Enter-f (dots 1-2-4)

User Timeline: Enter-u (dots 1-3-6)
Current User Timeline: Backspace-u (dots1-3-6)
Mention Timeline: Enter-m (dots 1-3-4)
Retweet By Me: Backspace-b (dots 1-2)
Retweet To Me: Backspace-t (dots 2-3-4-5)
Retweet Of Me: Backspace-o (dots 1-3-5)
Tweet: Enter-t (dots 2-3-4-5)
Remove Tweet: Space-d (dots 1-4-5)
Retweet: Enter-e (dots 1-5)"
Reply: Enter-y (dots 1-3-4-5-6)
Add To Favorite: Enter-v (dots 1-2-3-6)
Favorite List: Enter-l (dots 1-2-3)
Send Direct Message: Enter-s (dots 2-3-4)
Sent Direct Message: Backspace-m (dots 1-3-4)
Received Direct Message: Backspace-r (dots 1-2-3-5)
Follow User: Backspace-a (dot 1)
Following: Backspace-l (dots 1-2-3)
Followers: Backspace-e (dots 1-5)
Global Search: Space-f (dots 1-2-4)
User Search: Backspace-f (dots 1-2-4)
Search Word List: Backspace-w(dots 2-4-5-6)
Next List: Enter-n (dots 1-3-4-5)
Refresh: Enter-r (dots 1-2-3-5)
Exit: Space-z (dots 1-3-5-6)

Move to the next tweet: Space-4
Move to the previous tweet: Space-1
Move to the first tweet on the refreshing list: Space-1-2-3
Move to the last tweet on the refreshing list: Space-4-5-6
Move to the previous 32 list: Space-1-2-6
Move to the next 32 list: Space-3-4-5

Move to the previous list: up scroll button (Space-1)
Move to the next list: down scroll button (Space-4)
Move to the top of the list: Ctrl-home (Space-1-2-3)/ Home

(Space-1-3)
Move to the bottom the list: Ctrl-end (Space-4-5-6)/ End (Space-4-6)
Enter into selected folder or open the selected file: Enter
Move to the upper level folder: Backspace

## 16.3 Google talk

Google Talk is one of the messengers to assist functions such as text chat, voice chat and sending/receiving files. And it has functions that similar to MSN's.
Google Talk allows you to exchange text messages in real time with people registered online and chat to voice conversation. Also, with sending/receiving file functions, you can exchange files conveniently.

The following is how to launch Google Talk.

1) Within the main menu, press "c (dots 1-4)" or move to the "Social Networking" using "Space-4" and press "Enter." And then you can enter sub menu of "Social Networking."
2) Press "g (dots 1-2-4-5)" or move to the "Google Talk" and then press "Enter."

### 16.3.1 Launch the Google Talk

In order to launch Google Talk on the Voice Sense, you need a Gmail account. Visit Gmail website (http://gmail.google.com) and create a Gmail account. If you have a Gmail account registered, you can use Google Talk.
Also, if you want to launch Google Talk, Voice Sense needs to be connected to Internet.

#### 16.3.1.1 Sign In

If you launch Google Talk, "Login" dialog box will appear. "Login" dialog box consists of as followings.

1) E-mail: Computer Edit Control
2) Password: Computer Edit Control
3) Remember me: Check Box Control
4) Save password: Check Box Control
5) Auto Sign In: Check Box Control
6) Sign In: Button Control
7) Cancel: Button Control

The Following is detailed explanations of "Login" dialog box. You can move to the next controls with "Tab" key (F3 or "Space-4-5") and to the previous controls with "Shift-Tab"("Space-F3" or "Space-1-2").

1) E-mail: As a computer edit box, you can input your Gmail account as a user ID.
2) Password: As a computer edit box, you can input the password of your Gmail account.
3) Remember me: It is a check box. You can choose whether you save user ID or not. The default is set to "Uncheck", pressing "space", you can change the default to "Check".
4) Save password: It is a check box. You can choose whether you save the password or not. The default is set to "Uncheck", pressing "space", you can change the default to "Check".
5) Auto Sign In: it is a check box. You can choose whether you sign in automatically or not.
6) If you choose "Check", you can sign in automatically with registered e-mail account without log in dialog box, when you execute Google talk program. But if you want to use this function, you have to choose "Check" on "Remember me", "Save password" dialog box. If you choose "Uncheck", "Auto Sign in" function is not executes.
7) Sign in: As a button, you can log in the Google.
8) Cancel: As a button, you can cancel login and close Google Talk.

How to log in Google Talk is as follows.

1) If Google Talk is launched, "Login" dialog box will appear and it is focused on the "E-mail?" computer edit box. You can input your Gmail account on this box using the computer Braille.
2) If you have inputted E-mail, press "Tab" key and move to the "Password" computer edit box. You can input the password using the computer Braille.
3) In order to log in Google Talk, pressing "Enter" or "Tab" to move to the "Login" button and press "Enter" on the button.
4) With a "Signing in, please wait" message, Voice Sense tries to log in. If login is successful, "Building contact list..." message will appear and after a little moment contact list will be displayed. If the Voice Sense isn't connected to Internet, "Connection failed. Check network status." Message will appear and you will return to the "Sign In" button of "login" dialog box.

If you log in Google Talk, contact list will appear. The contact list is displayed as "(Status) ID XX/YY" with Braille and "chat name, status, XX/YY" with voice. "YY" means total number of contacts and "xx" shows the current turn of the total contact. In case of online, current status is displayed as "NLN" with Braille and "Online" with voice. While, in case of offline, status is displayed as "FLN" with Braille and "offline" with voice. And if you are Idle, your status will be displayed as "idle" with Braille and "Idle" with voice.

The move keys on the dialog box are as follows.
Move to the previous contact: Space-1
Move to the next contact: Space-4
Move to the previous 32-items of the contact list: Space-1-2-6
Move to the next 32-item of the contact list: Space-3-4-5

Move to the first item of the contact list: Space-1-2-3
Move to the last item of the contact list: Space-4-5-6

#### 16.3.1.2 Sign Out & Exit

“Sign Out” is the function that close the account currently sign-in, return to the “Sign in” dialog box. If you execute “Sign Out”, press the “Enter-l (dots 1-2-3)” or press "Enter" on the "Sign Out" after entering sub-menu of "File" menu by calling up menu.

If you want to exit the Google Talk, press "Space-z (dots 1-3-5-6)" or call up the menu by pressing F2, enter into sub menu of "File" menu and press "Enter" on the "Exit" menu.

### 16.3.2 Manage Contact

If you log in Google Talk, contact list will appear. If you use Google Talk for the first time, there will be no contact list. You will get a detailed explanation about "Manage Contact" for example, adding, deleting and manage block list from this chapter.

#### 16.3.2.1 Add Contact

"Add Contact" is a function to add new contact to the contact list.
In order to call up the "Add Contact" dialog box, press "Backspace-q (dots 1-2-3-4-5) or call up the menu by pressing F2, enter into sub menu of "Contact" and press "Enter" on the "Add Contact" menu.

"Add Contact" dialog box consists of 3 controls.

1) E-mail: Computer Edit Control
2) Confirm: Button Control
3) Cancel: Button Control

You can move to the next control pressing "Tab"(F3 or "Space-4-5") or to the previous control pressing "Shift-Tab" ("Space-F3" or "Space-1-2").

The followings are "Add Contact" dialog box composition.

1) E-mail: As an edit box, you can input user ID which you want to add.
2) Confirm: As a button, you can save new contact into the contact list.
3) Cancel: As a button, if you enter this button, the contact list that right before calling up “Add Contact” dialog box will be displayed.

The following is how to add contact.

1) Press "Backspace-q (1-2-3-4-5)" on the contact list. Computer Edit Box to enter E-mail is displayed.
2) After typing user ID which you want to add using computer Braille, press "Enter".
3) With the user ID typed, adding contact is executed.

If you add a contact, the contact will remain "off-line" until the contact accepting your request adding contact
After the contact accepting your request, the status will be turn "on-line".

#### 16.3.2.2 Delete Contact

"Delete Contact" is a function to delete any contact registered in the contact list. The Deleted Contact can’t send a message to you and see whether you’re online or not.

The following is how to delete a contact.

1) Move to the contact which you want to delete on the contact list.
2) Press "Space-d(1-4-5)" or press "Enter" on the "Delete Contact" after entering into sub menu of "Contact", by calling up the menu using F2.
3) "Do you want to delete XXX in the contact list? Yes" message appear. ‘XXX’ is user ID to delete. If you press "Enter", the contact will be deleted.

If you want to cancel deleting contact, change to "No" by pressing "Space" key or press F4 or "Space-e (dots 1-5)." After canceling deletion, it is located on the contact list.

#### 16.3.2.3 Block Contact

"Block Contact" is a function to block contact registered in the "Contact list", in order not to send a message to you and see your access status. It is different from "Delete" that after blocking contact, contact ID remains in the Block list. But if you delete contact, the contact ID will disappear permanently in the contact list.

The way to block contact is as follows.

1) Move to the contact which you want to block in the contact list.
2) Press "back space-b (dots 1-2)" or press "Enter" on the "Block Contact" after entering sub-menu of "Contact", by calling up the menu.
3) "Block XXX? Yes" message appears. ‘XXX’ is user ID to block. If you press "Enter", the contact will be blocked.

If you want to cancel blocking contact, change "Yes" button to "No" button, pressing "Space" key or press "F4" or "Space-e (dots 1-5)". After canceling the delete, it is located in the contact list.

#### 16.3.2.4 Manage Block List

Block list displays the contact list you have blocked. In this list, you are able to unblock contact that you have blocked.
In order to call up the “Manage Block list” dialog box, press "Backspace-m (dots 1-3-4)" or press "Enter" on the "Manage Block list" menu after entering sub-menu of "Contact", by calling up the menu.

"Manage Block list" dialog box consists of 3 controls.

1) E-mail: List control
2) Unblock: Button control
3) Cancel: Button control

Here, you can get a detailed explanation about each control of "Manage Block list" dialog box. You can move to the next control pressing "Tab"(F3 or "Space-4-5") or to the previous control pressing "Shift-Tab"("Space-F3" or "Space-1-2").

1) E-mail: As a list, this displays blocked contact E-mail.
2) Unblock: As a button, this unblocks focused E-mail.
3) Cancel: As a button, if it is executed, you will go to the contact list, the status right before calling up the menu.

The way to unblock contact, using "Manage Block list" is as follows.

1) Press "Backspace-m (dots 1-3-4)" on the contact list. The Blocked E-mails are displayed.
2) Move to the E-mail which you want to unblock using "Space-4" or "Space-1" and press "Enter."
3) The contact will be unblocked.

#### 16.3.2.5 Contact Information

"Contact Information" is a function to show on-line ID and E-mail of selected contact and adding contact status. In order to call up "Contact Information" dialog box, move to the contact list which you want to view using "Space-1" or "Space-4" and the press "Enter-I (dots 2-4)." Or call up the menu and enter sub-menu of "Contact" and press "Enter" on "Contact Information" menu.

"Contact Information" dialog box consists of 2 controls.

1) Contact Information: Status bar Control
2) Close: Button Control

Here, you will get a detailed explanation of "Contact Information" dialog box. You can move to the next control pressing "Tab"(F3 or "Space-4-5") or to the previous control pressing "Shift-Tab"("Space-F3" or "Space-1-2").

1) Contact Information: As a Status bar, this shows information respectively. You can move to each item using "Space-1" or "Space-4."
   "Contact Information" contains information as follows.
2) Display name: It displays on-line ID set on the "My Status Options."
3) E-mail: It displays E-mail account.
4) Chat: It displays whether chat is possible or not as "Enable" or "Disable".
5) File sharing: It displays whether it is able to send/receive file or not as "Enable" or "Disable".
6) Voice Chat: It displays whether voice chatting is possible or not, as "Enable" or "Disable".
7) Status contact: It displays current contact relation status such as “acceptance” or “standby”.
8) Close: As a button, once you execute this function, it will close the "View Contact Information" dialog box and you will go to the contact list, the status right before calling up

the menu.

#### 16.3.2.6 Manage Block List

When you log in with on-line status, if some people request you to add as contact, dialog box asking whether you accept addition or not will appear. If some people request you to add as contact, when you’re "Off-line" status, request adding information will be saved in server. Then when you execute Google Talk Program, request adding information will appear on the "Manage Contact List" menu. "Manage Contact List" is a function to accept or reject contact requesting for adding contact.

In order to call up the "Manage Contact List" dialog box, Press "Enter-p (dots 1-2-3-4)" or Press "Enter" on the "Manage Contact Invite" after entering sub-menu of "Contact" menu, calling up the menu.

"Manage Contact List" dialog box consists of 4 controls.

1) E-mail: List control
2) Accept: Button control
3) Reject: Button control
4) Close: Button control

You will get detailed explanation about "Manage Contact Invite" dialog box. You can move to the next control pressing "Tab"(F3 or "Space-4-5") or to the previous control pressing "Shift-Tab"("Space-F3" or "Space-1-2").

1) E-mail: As a list, this displays user ID requesting you to add as contact.
2) Accept: As a button, you can accept focused user ID as contact.

3) Reject: As a button, you can reject focused user ID as contact.
4) Close: As a button, once you execute a function, you will go to the "Contact list", the previous status right before calling up the menu.

The following is the way to accept or reject "Add contact" on the "Manage Contact List" dialog box.

1) Press "Enter-p(dots 1-2-3-4)." You can see user ID requesting you to add as contact.
2) Move to the user ID which you want to accept or reject, using "Space-1" or "Space-4"
3) Move to the "Accept" button, with "Tab"(F3 or "Space-4-5") and press "Enter." And then you can accept user ID as a contact.
4) Move to the "Reject" button, with "Tab"(F3 or "Space-4-5") and press "Enter." And then you can reject user ID as a contact.

### 16.3.3 Start Chat

"Start Chat" is a function to send and receive text message with registered contact. Chat is possible to converse with only one person or many persons. But, chat with "off-line" contact is impossible.

If you want to send a message to contact, press "Enter-s (dots 2-3-4)" or move to the user ID as you desire, using "Space-1" or "Space-4" and press "Enter." Or call up the menu, enter sub-menu of "Action" and press "Enter" on the "Start Chat" menu. And then, "Chat" will appear.

"Chat" consists of as follows.

1) Input: Edit control

2) History: Edit control

You will get detailed explanation about each control of "Chat." You can move to the next control pressing "Tab"(F3 or "Space-4-5") or to the previous control pressing "Shift-Tab"("Space-F3" or "Space-1-2").

1) Input: As an edit box, you can type message to send.
2) History: As a read only edit box, you can see messages sent and received in chronological order. Messages are displayed as "Writer ID: message content."

The followings are move keys used in "History" control.

Move to the previous message: "Sapce-1"
Move to the next message: "Space-4"
Move to the first message: "Space-1-2-3"
Move to the last message: "Space-4-5-6"

In order to move "Contact list" on the "Chat", press "Enter-t (dots 2-3-4-5)." Or call up the menu, enter sub-menu of "Action" and press "Enter" on the "Contact List." If you select other contact on the "Contact list" and press "Enter", new "Chat" window will appear. You can chat with other contact in new "Chat" window.

In case of 2 "Chat" windows opened, you can transfer "Chat" windows using following hot-key.
Move to previous "Chat" window: "Space-2-3"
Move to next "Chat" window: "Space-5-6"

Or you can move to other "Chat" window, if you press "Enter" on the "Move to Next Chat" or "Move to Previous Chat." after entering sub-menu of "Action", calling up the menu.
While you’re in "Contact list", if you press "Enter-t (dots 2-3-4-5)", you will go "Chat" window where you exchange message recently. Or

press "Enter" on "Move to Recently Chat" menu, after entering sub-menu of "Action", calling up the menu.

If you want to exit "Chat" windows, press "Space-z(dots 1-3-5-6-)" or "Space-e(dots 1-5)." Or you can exit "Chat" windows, if you press "Enter" on "Exit" menu after entering sub-menu of "File"

### 16.3.4 Start Voice Chat

Start voice chat is a function to send and receive voice message with registered contact in real time like using phone. Voice chat is possible to converse with only one person. Chat with "off-line" user is impossible. Also, in the midst of voice chat, you can send and receive message.

The following is the way to request voice chat.

(1) After you move to the user ID as you desire ‘voice chat’ using "Space-1" or "Space-4", press "Enter-h (dots 1-2-5)." Or press "Enter" on the "Start Voice Chat" after entering sub-menu of "Action" by calling up the menu.
(2) Then, "Chat" window is open, a "Calling" message is displayed and it requests voice chat to contact. The “Voice Chat” starts immediately, as soon as the Contact who received your request accepts it.
You can request voice chat on the "Chat" window as well as on the contact list. In the midst of voice chat, once you press "Enter-h (dots 1-2-5)", you can request voice chat to the contact chatting with you.
If you press “Enter” on “Cancel” (Space-e (dots 1-5) or “F4” while the “calling” message is displayed, you return to the right before executes this function. And the request voice chat is canceled.

When you are requested to start voice chat, you can accept or

reject as follows.

(1) When you are requested to start voice chat, "calling from XXX? Accept question button" message is displayed. "XX" means user ID requesting voice chat.
(2) If you press "Enter", you will accept voice chat. But, if you want to reject voice chat, change the button to "Reject" using "Space" key and press "Enter." After rejecting, you will go to the "Contact list". In the midst of voice chat, you can exchange messages on the "Chat" window.

### 16.3.5 Send/Receive a file

Google Talk program of Voice Sense supports a function to receive and send file. With this function, you can send your files to other person and save files from other person in Voice Sense.

#### 16.3.5.1 Send file

"Send File" is a function to send your files to other contact. It allows you to send a lot of files at one time, and exchange messages on the "Chat" dialog box in the middle of sending files.

The following is how to send files.

(1) Move to the user ID as you desire ‘send file’ using "Space-1" or "Space-4" and press "Enter." And then "Chat" window appears. Or press "Enter" on the "Send file" menu located on sub menu of "Action" by calling up the menu. Press hot key, "Enter-f (dots 1-2-4)". Or call up the menu, enter sub-menu of "Action" and press "Enter" on the "Send File." You can see File list to select.
(2) Using following move key, move to the file which you want to send.
Move to the previous list: up scroll button (Space-1)

Move to the next list: down scroll button (Space-4)
Move to the top of the list: Ctrl-home (Space-1-2-3)/ Home (Space-1-3)
Move to the bottom the list: Ctrl-end (Space-4-5-6)/ End (Space-4-6)
Enter into selected folder or open the selected file: Enter
Move to the upper level folder: Backspace

(3) Select file and press "Enter" using hot key for Start selection. When you send one file, focus on file which you want and press "Enter."
Select item by item: Space
Start selection: Enter-b (dots 1-2)
Select all: Enter-a (dot 1)

(4) Control to display Sending File Information appears. It is a list located on the next control of "Received message" on the chat-window. It is displayed like "Send: Pending acceptance XX File, file name." "XX" represents the number of files which request-to-send.

(5) If other user accepts sending file, sending will starts. Once sending starts, progress rate and file name is displayed on the "Sending/receiving file information" list.

(6) If sending file is completed, you will return to the Sending/Receiving File Information list. It is displayed like "Send: complete XX File, file name."

If you want to cancel in the middle of sending, move to the desired file on the "Sending/Receiving File Information list" and press "Space-e (dots 1-5)" or F4 key. Then file transmission is canceled and "Sending File Information list" is displayed like "Send: Me canceled. XX, file name". If contact wants to cancel receiving files in the middle of sending, "Sending File Information list" is displayed like "Send: To canceled. XX, file name".

16.3.5.2 Receive file

"Receive File" is a function to receive file from other contact to your Voice Sense. It allows you to receive a lot of files at one time, and exchange messages on the "Chat" dialog box in the middle of receiving files.

The following is how to receive files.

(1) If contact requests to send file, "XXX send to file" message will be displayed, "Chat" window will be activated and "Receiving File Information list" is focused on.
(2) "Receiving File Information list" shows "Receiving: Pending acceptance XX file name". "XX" means the number of files which request to receive.
(3) If you want to accept file transmission, press “Enter” key. And Receiving File will start.
Once sending starts, progress rate and file name is displayed on the "receiving file information" list.
(4) If Receiving File is completed, you will return to the Receiving File Information list. It is displayed like "Receive: complete XX File, file name."

If you want to cancel in the middle of receiving, move to the desired file on the "Receiving File Information list" and press "Space-e (dots 1-5)" or F4 key. Then file transmission is canceled and "Receiving File Information list" is displayed like "Receive: Me canceled. XX, file name". If contact wants to cancel sending files in the middle of receiving, "Receiving File Information list" is displayed like "Receive: To canceled. XX, File name".

### 16.3.6 Other functions

Voice Sense Talk Program supports additional features such as “Save conversation” and “Export/ Import Contact list” and so on. The following is a detailed explanation of additional features.

#### 16.3.6.1 Save Conversation

"Save Conversation" is a function to save messages exchanged with contact as text file.
In order to execute this function, press "Space-s (dots 2-3-4)" within the "Chat" window or press "Enter" on the "Save Conversation" menu located on sub menu of "File" by calling up the menu.

"Save Conversation" dialog box consists of 4 controls.

1) File Name: Edit combo box Control
2) Confirm: Button Control
3) Cancel: Button Control
4) File List: List Item Control

The following is a detailed explanation about each control of "Save Conversation" dialog box. You can move to the next control pressing "Tab"(F3 or "Space-4-5") or to the previous control pressing "Shift-Tab"("Space-F3" or "Space-1-2").

1) File Name: It is a combo edit box. You can type in the file name to be saved in this edit box.
2) Confirm: It is a button. You can save conversation using this button.
3) Cancel: It is a button. You will not save conversation and return to the "Chat" window, the previous status right before calling up the menu.
4) File list: It is a list. You can set path to save conversation.

The followings are move keys used in file list.
Move to the previous list: up scroll button (Space-1)
Move to the next list: down scroll button (Space-4)

Move to the top of the list: Ctrl-home (Space-1-2-3)/ Home (Space-1-3)
Move to the bottom the list: Ctrl-end (Space-4-5-6)/ End (Space-4-6)
Enter into selected folder or open the selected file: Enter
Move to the upper level folder: Backspace

The Following is how to save conversation.

1) When Chat window is activated, Press "Space-s (dots 2-3-4)". Edit to type file name box will appear.
2) Type the desired file name and press "Enter".
3) If you don't change folder, conversation will be saved in the "/flash disk/My Documents" folder. This folder is the default folder.

#### 16.3.6.2 Manage Chat

"Manage Chat" supports a function to view information of chat window opened and to move directly to the selected case of opening 2 chat-windows you can switch to other chat-window using this function and check status sending/receiving of file. In order to call up "Manage Chat" press "Enter-m(dots 1-3-4) on the contact list or press "Enter" on the "Manage Chat" after entering sub-menu of "Action" menu by calling up menu.

"Manage Chat" consists of 5 controls.

1) Chat list: List control
2) Status of sending File: Status control
3) Move to the chat: Button Control
4) Close chat: Button Control
5) Cancel: Button Control

The following is a detailed explanation about each control of "Manage Chat" dialog box. You can move to the next control pressing "Tab"(F3

or "Space-4-5") or to the previous control pressing "Shift-Tab"("Space-F3" or "Space-1-2").

1) Chat list: This is a list and arranges chat window opened currently. You can select chat window using "Space-1" or "Space-4" and press "Enter". And then you will move to the corresponded chat window.
2) Status of sending File: This is a status bar status of sending/receiving file. This bar is valid only when you send/receive file.
3) Move to the Chat: Using this button, if you press "Enter", you can move to the chat window selected on the chat list right away.
4) Close chat: Using this button, you can close selected chat window on the chat list.
5) Cancel: Using this button, you can exit "Manage Chat Window" dialog box and return to the "Contact list".

16.3.6.3 Find

“Find” supports a function to search for input word in “History” edit box of chat window. It is useful in the situation that a lot of messages are exchanged.

In order to call up "Find" press "Space-f(dots 1-2-4) on the chat window or press "Enter" on the "Find" after entering sub-menu of "Edit" menu by calling up menu.

"Find" consists of 4 controls.

1) Text to find: Edit control.
2) Search direction: Prompt button.
3) Confirm: Button.
4) Cancel: Button

The following is a detailed explanation about each control of "Find" dialog box. You can move to the next control pressing "Tab"(F3 or "Space-4-5") or to the previous control pressing "Shift-Tab"("Space-F3" or "Space-1-2").

1) Text to find: This is edit box and you can enter the word that you want to find.
2) Search direction: This is a prompt button. You can choose the direction of searching to “Forward” or “Backward” by current status. If you choose “Forward”, the searching executes from current status to the top of the chat. And if you choose “Backward”, the searching executes from current status to the end of the chat. You can change the prompt button pressing Space or Backspace key.
3) Confirm: This is a button, using this button you can execute “Find”.
4) Cancel: This is a button, using this button you can exit “Find” dialog box, and the chat window that right before calling “Find” menu will be displayed.

The Following is how to find the message in chat window.

1) Press "Space-f (dots 1-2-4)". Edit to type “Text to find” box will appear.
2) Type the desired letter, word, and sentence, press "Enter".
3) If you press “Enter”, the searching executes toward the end of chat targeting “Text to find”.

You can change the direction of searching by pressing "Tab"(F3 or "Space-4-5"), after then you move to “Search direction” box. Also, you can search toward the top of chat by pressing space key,
After then the input is changed to “Forward”.

### 16.3.6.4 Export Contact List

"Export Contact list" is a function to save "Contact list" which you registered as CSV file.
In order to call up the "Export Contact list" dialog box, press "Backspace-x (dots 1-3-4-6)" on the "Contact list" or press "Enter" on the "Export Contact list" menu, after entering sub-menu of "File" by calling up the menu.

"Export Contact list" consists of 4 controls.

1) File name: Combo Edit control.
2) Confirm: Button control
3) Cancel: Button control
4) File list: List control

The following is a detailed explanation about each control of "Export Contact list" dialog box. You can move to the next control pressing "Tab"(F3 or "Space-4-5") or to the previous control pressing "Shift-Tab"("Space-F3" or "Space-1-2").

1) File name: It is a combo edit box. You can type in the file name to be saved in this edit box.
2) Confirm: It is a button. You can execute "Export Contact list".
3) Cancel: It is a button. You can exit "Export Contact list" dialog box and return to the "Contact list", the previous status right before calling up the menu.
4) File list: It is a list. You can set path to save "Contact list".

The followings are move keys used in file list.

Move to the previous list: up scroll button (Space-1)
Move to the next list: down scroll button (Space-4)

Move to the top of the list: Ctrl-home (Space-1-2-3)/ Home (Space-1-3)
Move to the bottom the list: Ctrl-end (Space-4-5-6)/ End (Space-4-6)
Enter into selected folder or open the selected file: Enter
Move to the upper level folder: Backspace

The following is how to export contact list.

(1) Press "Backspace-x (dots 1-3-4-6) on the contact list.
(2) Type the desired file name and press "Enter".
(3) If you don't change the folder, contact list will be saved in the "/flash disk/My Documents" folder. This folder is the default folder.

16.3.6.5 Import Contact List

"Import Contact List" is a function to import contact list saved in the "export contact list".
In order to call up the "Import Contact List" dialog box, press "Backspace-I (dots 2-4)" on the "Contact list" or press "Enter" on the "Import Contact list" menu, after entering sub-menu of "File" by calling up the menu.

"Import Contact List" consists of 4 controls.

1) File name: Combo Edit control.
2) Confirm: Button control
3) Cancel: Button control
4) File list: List control

The following is a detailed explanation about each control of "Import Contact list" dialog box. You can move to the next control pressing "Tab"(F3 or "Space-4-5") or to the previous control pressing "Shift-Tab"("Space-F3" or "Space-1-2").

1) File name: It is a combo edit box. You can type file name which you want to import.
2) Confirm: It is a button. You can execute "Import Contact list".
3) Cancel: It is a button. You can exit "Import Contact list" dialog box and return to the "Contact list", the previous status right before calling up the menu.
4) File list: It is a list. You can select the desired contact list file (CSV).

The followings are move keys used in file list.
Move to the previous list: up scroll button (Space-1)
Move to the next list: down scroll button (Space-4)
Move to the top of the list: Ctrl-home (Space-1-2-3)/ Home (Space-1-3)
Move to the bottom the list: Ctrl-end (Space-4-5-6)/ End (Space-4-6)
Enter into selected folder or open the selected file: Enter
Move to the upper level folder: Backspace

The following is how to import contact list.

(1) Press "Backspace-i(dots 2-4)" on the contact list.
(2) Move to the file list by pressing "Shift-Tab"("Space-F3" or space and dot1-2).
(3) Select the “import contact list, press "Enter".
(4) You can add the contact to contact list by importing contact.

### 16.3.7 Setup Options

Voice Sense Google Talk Program supports options setting such as "My status options", "on-line ID", "auto-reply" “notification and sound". You will get detailed information of each option setting from this chapter.

#### 16.3.7.1 My status Options

This menu will allow you to setup your status and on-line ID to show to other contact.
In order to call up the "My status options" dialog box, press "Backspace-u(dots 1-3-6)" on the contact list or press "Enter" on the "My Status Options" after entering sub-menu of "Setup" by calling up the menu.

"My Status Options" dialog box consists of 3 controls.

1) My Status: List control
2) Confirm: Button control
3) Cancel: Buttons control

The following is a detailed explanation about each control of "My Status Options" dialog box. You can move to the next control pressing "Tab"(F3 or "Space-4-5") or to the previous control pressing "Shift-Tab"("Space-F3" or "Space-1-2").

1) My Status: It is a list. You can select one of the 6 statuses, for example On-line, Away, Idle, DND, Chat, Off-line, using "Space-1" or "Space-4".
2) Confirm: It is a button. You can save setting.
3) Cancel: It is a button. If you execute cancel, you will go to the "Contact list", the status right before calling up the menu.

#### 16.3.7.2 Action Options

"Action Options" Allows you to setup auto-reply, idle time Display Contact List and so on.
In order to call up "Action Options" dialog box, press "Backspace-a (dot 1)" on the contact list or press "Enter" on the "Action Options" menu after entering sub-menu of "Setup" by

calling up the menu.

"Action Options" dialog box consists of 5 controls.

1) Action setting: List control
2) Auto-reply message: Edit control
3) Absent Time: Edit control
4) Confirm: Button control
5) Cancel: Button control

The following is a detailed explanation about each control of "Action Options" dialog box. You can move to the next control pressing "Tab"(F3 or "Space-4-5") or to the previous control pressing "Shift-Tab"("Space-F3" or "Space-1-2").

1) Action setting: It is a list. You can set up these functions. Using the Space-1 or Space-4, the movement among the list is possible.
   Display contact list: You can choose whether contact list displays all contacts or only contact connected. For example, you have to choose between "All" and "Display only online contacts." If you choose "All", contact list will display both on-line contact and off-line contact. If you choose "Display only connected contact", contact list will display all contact except for off-line contact. You are able to change the setting by using "Space" or "Backspace".

   Contact request: You can setup how to act when you are requested to add contact. You can choose one of the 3 items such as "notification", "accept" and "reject". If you choose "notification", you will be notified of adding contact and question to choose "accept" or "reject" will appear. If you choose "accept", the contact who requested you to add contact will be accepted

automatically. If you choose "reject", the contact will be rejected automatically. You are able to change the setting by using "Space" or "Backspace".

Incoming chat request: You can setup you move to chat-window immediately or to be still at contact list, when someone wants to talk with you. You can choose one between "Move to the chat" and "Don’t move". If you select "Move to the chat", chat window will be focused on immediately when you are requested chat. If you select "Don’t move", your current focus will be kept, although you are requested chat. You are able to change the setting by using "Space" or "Backspace".

File transfer request: You can setup how to act when other user requests to receive file. You can choose one of the 3 items such as "Alerts", "accept" and "reject". If you choose “Alerts ", you will be notified of requesting to receive file and question to choose "Accept" or "Reject" will appear. If you choose "Accept", request will be accepted automatically. If you choose "Reject", the request will be rejected automatically. You are able to change the setting by using "Space" or "Backspace."

Incoming voice chat request: You can setup how to act when other user request voice chat. You can choose one of the 3 items such as "Alerts", "accept" and "reject". If you choose "Alerts", you will be notified of requesting voice chat and question to choose "accept" or "reject" will appear. If you choose "accept", the voice-chat request will be accepted automatically. If you choose "reject", the voice chat request will be rejected automatically. You are able to change the setting by using "Space" or "Backspace."

Auto reply to incoming chat request: You can setup whether you send auto-reply message or not, when other user request chat. You can choose between "Yes" and "No." If you select "Yes", you will send auto-reply message always when you are requested chat. If you select "No", you will not send auto-reply message, when you are requested chat. You are able to change the setting by using "Space" or "Backspace."

2) Auto-reply message: It is edit box. You can type message when using auto reply function.
3) Show me as "Away" when I'm inactive for: When there is no input during the setting time, your status will be displayed as "Idle". You can enter time by the minute.
4) Confirm: It is a button. You can save the setting
5) Cancel: It is a button. If you execute cancel, you will go to the "Contact list", the previous status, right before calling up the menu.

16.3.7.3 Alert Options

"Alter Options" menu will allow you to setup whether you use Message Sound Notification While in Current Window and play keyboard sound or not. In order to call up the "Alert Options" dialog box, press "Backspace-o (dots 1-3-5)" within the contact list or press "Enter" on the "Alert Options" menu, after entering sub-menu of "Setup" by calling up the menu.

"Alert Options" dialog box consists of 3 controls.

1) Setting list: List control
2) Confirm: Button control
3) Cancel: Button Control

The following is a detailed explanation of each control on "Alert Options" dialog box. You can move to the next control pressing

"Tab"(F3 or "Space-4-5") or to the previous control pressing "Shift-Tab"("Space-F3" or "Space-1-2").

1) Setting list: The followings are items which you can setup. You can move among list using "Space-1" or "Space-4."
   Play keyboard sound: You can select whether your message input is converted into the sound or not when you are writing your message to a person in chat-window. You can choose between "Yes" and "No." If you choose "Yes", what you are typing will be announced in voice. If you choose "No", what you are typing will not be announced in voice. If you set to "No", when you are typing message, you can view received message immediately. You are able to change the setting by pressing "Space" or "Backspace."

   Message Sound Notification While Messenger is In the Background: You can setup whether notification sound like chat, voice-chat, requests for send file and login/logout is output or not, while Google Talk is executed in the background. You can choose between "Yes" or "No". If you select "Yes", although Google Talk is executed in the background, notification sound will be output. If you select "No", when Google Talk is executed in the background, notification sound will not be output.

   Message sound Notification: You can setup whether all notification sounds are output or not. You can choose between "Yes" and "No." If you select "Yes", all notification sounds used in Google Talk are output. If you select "No", all notifications are not output.
2) Confirm: As a button, you can save setting.
3) Cancel: As a button, if you execute cancel, you will go

to the "Contact list", the previous status right before calling up the menu.

16.3.7.4 Path Options

"Path Options" allows you to setup the path of saving message and download and temporarily saving. In order to call up "path options" dialog box, press "Backspace-p (dots 1-2-3-4)" or press "Enter" on the "Path Options" after entering submenu of "Setup" by calling up the menu.

"Path Options" dialog box consists of 5 controls.

1) Set download path: Button Control
2) Set temporary path: Button Control
3) Set save conversation path: Button Control
4) Confirm: Buttons Control
5) Cancel: Button Control

The following is a detailed explanation of each control on "Path options" dialog box. You can move to the next control pressing "Tab"(F3 or "Space-4-5") or to the previous control pressing "Shift-Tab"("Space-F3" or "Space-1-2").

1) Set download path: As a button, you can set path saving message corresponded. If you press "Enter" on the button, "Set path" dialog box will appear. If you move to folder as you desire and press "Enter", setting will be completed.
   Move to the previous list: up scroll button (Space-1)
   Move to the next list: down scroll button (Space-4)
   Move to the top of the list: Ctrl-home (Space-1-2-3)/ Home (Space-1-3)
   Move to the bottom the list: Ctrl-end (Space-4-5-6)/ End (Space-4-6)

Enter into selected folder or open the selected file: Enter

Move to the upper level folder: Backspace

2) Set temporary path: As a button, you can set path saving temporary files. If you press "Enter" on the button, "Set path" dialog box will appear. If you move to folder as you desire and press "Enter", setting will be completed.
3) Saving download path: As a button, you can set path saving files transmitted. If you press "Enter" on the button, "Set path" dialog box will appear. If you move to folder as you desire using following move keys and press "Enter", setting will be completed.
4) Confirm: As a button, you can save setting.
5) Cancel: As a button, if you execute cancel, you will go to the "Contact list", the previous status right before calling up the menu.

## 16.4 MSN messenger

The MSN messenger program on the Voice Sense is very similar in its operation to that which runs on a Personal computer. This is because we have made every attempt to keep the structure and features the same as those that are found in the MSN messenger program that runs on a PC. Using MSN messenger, you can chat online with other registered users of MSN messenger. Note that you will need to setup your MSN messenger account with Microsoft before using this service.

To start MSN messenger, executing the “social networking” and press the short cut key, “n (dots 1-3-4-5)”. Or pressing ‘Space-1’ or ‘Space-4’ to move to the “MSN messenger” and press Enter.

### 16.4.1 Getting Started with MSN Messenger

When you first launch MSN messenger, the Voice Sense will display for the network status, and if a network connection is available, a log-in dialog box will be displayed.

1) When the log-in dialog box appears, you will be placed in the “E-mail” computer edit box. Here, you should type the email address that you have registered for your MSN passport. Note that the e-mail address should be typed using computer Braille.
2) Press “tab (Space-4-5)” to move to the “Password” computer edit box. Now, Type the password that you have setup for your MSN messenger account. Again, you will want to use computer Braille for this.
3) Press “tab (Space-4-5)” to move to the “Remember me” check box. By default, this check box is unchecked. You can check the check box by pressing “space.” Next time when you run the messenger program, the email address will be displayed automatically for you.
4) Press “tab (Space-4-5)” to move to the “Save password” check box. By default, this will be unchecked. You can check this option by pressing “space.” Then, next time you run the messenger program, the password will be entered automatically, and it will be displayed in the password edit box as “****”. To use this feature, you should also check the “Remember me” check box. Otherwise, the password will not be stored even if you have checked the “Save password” check box.
5) Press “tab (Space-4-5)” to move to the “Auto Sign In” check box. The default is “Uncheck”. If you want to automatic log in when executing MSN messenger, press ‘Space’ to change to setting.
6) Press “tab (Space-4-5)” to move to the “Confirm” button. Pressing “Enter” here will log you in to your Messenger account. Once you are logged in, a contact list will appear. If you want to cancel logging in, press “tab (Space-4-5)” once more at the “Confirm” button, to move to the “Cancel” button.

Then press “Enter.” Or you can also press “Space-z (dots 1-3-5-6).” Then the messenger program will close.

If you have successfully logged in and checked “Remember me” and “Save password” check boxes, you can log in by just pressing “Enter” when you are at the “email” edit box the next time you want to log in. When the Voice Sense is not connected to the Internet, if you execute the MSN messenger and try to log in, the Voice Sense will announce “Connection failed. Display Network Status.” and return to the log-in dialog box.

### 16.4.2 Using a Contact List

If you have successfully logged in, a list box containing your contact list will appear. In this list, the contact information for those who are online and for those who are offline will be grouped together. You can move through the entire list by pressing “Space-4” or “Space-1” repeatedly. When this list box appears, the number of people who are online will be displayed first. Then, the list of people who are online will be shown in the format, “(current status) nickname xx/yy” in Braille, and “nickname, current status, xx/yy” in speech. Where “yy” is the number of people who are online or offline, and “xx” is the order of the current item in the online or offline group. In Braille, the current status, “online”, is displayed as “nln”, and “offline” as “fln”. In speech, they are announced as “online” and “offline”, respectively. When the status is “idle”, it is displayed as “idl” in Braille, and “idle” in speech. If the status of a person changes after you log in, you will hear different sound depending on their status.
The hotkeys you can use in this list box is as follows.

1. Move to the previous item : Space-1 or up scroll button
2. Move to the next item : Space-4 or down scroll button
3. Move between online and offline groups : Space-5-6

You can have the received message stay on the Braille display until you are done reading it. When in the Contacts list box you can press

“Enter-l (dots 1-2-3).” When you are asked to “Confirm the received message: No,” select “Yes” by press the “space.” When a message is received the message will stay on the Braille display until you close it with “Space-e (dots 1-5).”

If you want to close the messenger program, press “Enter” on “Close” in the file menu. Or you can press “Space-z (dots 1-3-5-6).”

#### 16.4.2.1 Instant Messaging

When you want to have a conversation with a person in your list of contacts, move to the list item corresponding to the person you want to contact, and press “Space-m (dots 1-3-4)” to open the menu. Move to “Actions” and press “Enter.” Press “Enter” again on “Send Instant Message.” Or instead of using the menu, you can press “Enter” or “Enter-s (dots 2-3-4)” at the contact item. Then, the “Instant message” dialog box will appear, where you can have a conversation with your contact online.

#### 16.4.2.2 Adding, Deleting, or Viewing Contact Information

You can add a contact by doing the following.

1) Press “Space-m (dots 1-3-4)” or F2 to open the menu. Move to “Contacts” by pressing “Space-4,” and then press “Enter.” Press “Enter” on “Add Contact.” You could also press “Enter-a (dot 1”) instead of using the menu.
2) Then, the “Add Contact” dialog box will be displayed, and you will be placed in the “E-mail address” edit box. Type the email address of the person you want to add, in computer Braille.
3) Press “tab (Space-4-5)” to move to the “Confirm” button, and press “Enter.” Then, the contact information will be stored and you will be placed back in the contact list box. If you want to cancel adding the contact information, press “tab (Space-4-5)” to move to the “Cancel” button, and press “Enter.”

The added contact will be displayed as offline until the person accepts your request for adding him or her to your contact list. As soon as the request is accepted, their status will be changed to online.

You can delete a contact that you have registered by doing the following.

1) Move to the contact you want to delete, by pressing “Space-1” or “Space-4” repeatedly.
2) Press “Space-m (dots 1-3-4)” to open the menu. Press “Space-4” to move to “Contacts,” and press “Enter.” Move to “Delete Contact” by pressing “Space-4,” and press “Enter.” Or instead of using the menu, just press “Enter-d (dots 1-4-5).”
3) Then, the “Delete Contact” dialog box will be displayed, showing the email address of the person to be deleted in the “E-mail address” edit box. Make sure that the address is correct, and if not, make a change to it.
4) Press “tab (Space-4-5)” to move to the “Confirm” button, and press “Enter.” Then, the item will be deleted and the contact list box will appear again. If you want to cancel deleting, press “tab (Space-4-5)” once more at the “Confirm” button, to move to the “Cancel” button. Then press “Enter.”

You can delete a contact regardless of whether he/she is online or offline.

You can view information of a contact by doing the following.

1) Move to the item whose information you want to know, by pressing “Space-4” or “Space-1.”
2) Press “Space-m (dots 1-3-4)” to open the menu. Press “Space-4” to move to “Contacts,” and press “Enter.” Move to “Contact Information” by pressing “Space-4,” and press “Enter.”

Or instead of using the menu, just press “Enter-v (dots 1-2-3-6).”

3) Then, you will be placed the “Contact Information” dialog box. First, “Nickname” is focused. Press “tab (Space-4-5)” to move to the email address of the contact. Press “tab (Space-4-5)” again to move to his/her status.
4) After you have read all the information about the contact, press “tab (Space-4-5)” to move to the “Close” button, and press “Enter.” Or you can just press “Space-e (dots 1-5).” Then, the dialog box will be closed and the contact list box will appear again.

#### 16.4.2.3 Changing Your Nickname, Status and Viewing Your Information

You can change your nickname as follows.

1) Press “Space-m (dots 1-3-4)” or F2 to open the menu. Press “Space-4” repeatedly to move to “Tools,” and press “Enter.” Press “Enter” on “Nickname.” Or instead of using the menu, just press “Enter-p (dots 1-2-3-4).”
2) Then, the “Change Nickname” dialog box will appear, and the “Nickname” edit box will be focused. Type the nickname you like. You can use alphabets, numbers, and other symbols in the nickname.
3) Press “tab (Space-4-5)” to move to the “Confirm” button, and press “Enter.” Then your nickname will be changed and you will be placed back in the contact list box.

To view your nickname or email address, you can use “my status” as follows.

1) Press “Space-m (dots 1-3-4)” to open the menu. Press “Enter” on “File.” Then, move to “My Status” by pressing

“Space-4,” and then press “Enter.” Or instead of using the menu, just press “Enter-m (dots 1-3-4).”

2) Then, the dialog box will appear, and your nickname will be displayed. Press “tab (Space-4-5)” to move to your email address, and “tab (Space-4-5)” again to move to “Status,” and so on.
3) When you have read through all of the information, you can press “tab (Space-4-5)” to move to the “Close” button, and then press “Enter.” Or you can just press “Space-e (dots 1-5).” Then, the information dialog box will be closed and you will be placed in the contact list box.

You can change your status by doing the following.

1) Press “Space-m (dots 1-3-4)” or F2 to open the menu. Press “Enter” on “File.” Move to “Set My Status” by pressing “Space-4,” and press “Enter.” Or instead of using the menu, just press “Enter-t (dots 2-3-4-5).”
2) Then, the “Set My Status” dialog box will appear, and the “Status” combo box will have focus. Move to the status item that you want by pressing “Space-4” or “Space-1.”
3) Press “tab (Space-4-5)” to move to the “Confirm” button, and press “Enter.” Then your online status will be changed and you will be placed in the contact list box.

16.4.2.4 Additional Features

1. Sign out
   When you are logged in and you want to log in to another account, you will need to log out first, and then log in to the other account. Press “Space-m (dots 1-3-4)” to open the menu. Press “Enter” on “File.” Press “Space-4” repeatedly to move to “Sign Out” and press “Enter.” Then, you are logged out, and the Sign In dialog box will appear again. In the “E-mail address” and “Password” edit box, the email address and password used in the previous login will be

displayed by default. To log in to another account, you first need to delete the log in information from the first account, and type the log in information of the other account.

2. Save account
   If you did not check the “Remember me” and “Save password” check boxes in the Sign In dialog box, later, you may want to save the account information once you are logged in. You can use the “Save Account” option for this. It is exactly the same as checking the two check boxes in the login dialog box. To use “Save Account,” you should press “Space-m (dots 1-3-4)” to open the menu. Press “Space-4” repeatedly to move to “Tools,” and press “Enter.” Press “Space-4” to move to “Save account,” and press “Enter.” Then, you will hear “Save account? Yes.” In here, you press “Enter” and then you will be placed back in the contact list box.

3. View chat and last message
   When you are having a conversation with more than one person simultaneously, you can view a list of messages that you have received previously. You can use the “Last Message” option, or when using “View Chat” go back to the instant message dialog box which you have used recently in the current instant message dialog box.

   To use “View Chat,” you should press “Space-m (dots 1-3-4)” to open the menu and press “Enter” on “File” menu. Press “Space-4” to move to “View Chat,” and press “Enter.” Or you press “Enter-r (dots 1-2-3-5)” without call up menu.

   To use “Last Message,” you should press “Space-m (dots 1-3-4)” to open the menu. Press “Space-4” repeatedly to move to “Actions,” and press “Enter.” Press “Space-4” to move to “Last Message,” and press “Enter.” Or you press “Backspace-r (dots 1-2-3-5)” without call up menu. When executing “Last Message” you

can see the “list of messages.” In this list, you can move through the messages by pressing “Space-1” or “Space-4” repeatedly. If you press “Enter” on a message, then the focus will move to the corresponding instant message dialog box.

4. Play keyboard sound
   You can select whether your message input is converted into the sound or not to use “Play Keyboard Sound” when you are writing your message to a person in the instant message dialog box. In other words, you can choose whether you will hear a person’s message input while inputting your message or your message input continuously when a person send you a message. You need to take the following steps for this function.
   1) Press “Space-m (dots 1-3-4)” to call up the menu.
   2) Press “Space-4” to move to the “Tools” and press “Enter.”
   3) Press “Space-4” to move to the “Play Keyboard Sound” and press “Enter.” Or, you can press “Enter-k (dots 1-3)” to move to the “Play Keyboard Sound” directly. Then, you can see “Play keyboard sound: Yes” message.
   4) If you press “Enter,” you can hear your input message even if a person send you a message.

   If you press “Space-4” first and then press “Enter,” you can hear a person’s input message even if you are writing your message.

5. Message sound notification while in current window
   You can select whether you use beep sound for the messages or not to use “Message Sound Notification While In Current Window” when you are communicating with a person in the instant message dialog box. You need to take the following steps for this function.
   1) Press “Space-m (dots 1-3-4)” to call up the menu.
   2) Press “Space-4” to move to the “Tools” and press “Enter.”
   3) Press “Space-4” to move to the “Message Sound Notification While In Current Window” and press “Enter.” Or, you can press “Backspace-s (dots 2-3-4)” to move to the “Message Sound Notification While In Current Window” directly. Then, you can

see “Play message sound notification while in current window: Yes” message.

4) If you press “Enter,” you can hear beep sound when you communicate with a person.
5) If you press “Space-4” first and then press “Enter,” you can’t hear beep sound when you communicate with a person.

However, if you are not in instant message dialog box, but in contact list, you will hear beep sound even if you selected no option of “notify message sound in current window” because it is applied for current messaging window only.

6. Message sound notification while messenger is in the background
You can select whether you use beep sound for receipt of the messages or not to use “message sound notification while messenger is in the background” when you are using another program like as word processor. You need to take the following steps for this function.
   1) Press “Space-m (dots 1-3-4)” to call up the menu.
   2) Press “Space-4” to move to the “Tools” and press “Enter.”
   3) Press “Space-4” to move to the “Message Sound Notification While Messenger Is In The Background” and press “Enter.” Or, you can press “Backspace-m (dots 1-3-4)” to move to the “Message Sound Notification While Messenger Is In The Background” directly. Then, you can see “Play message sound notification while messenger is in the background: Yes” message.
   4) If you press “Enter,” you can hear beep sound when a person sends you a message.

   If you press “Space-4” first and then press “Enter,” there is no beep sound and you can’t find out new message before you check messenger program.

### 16.4.3 Instant Message Dialog Box

If you press “Enter” on an item in the contact list box, the instant message dialog box will appear. The instant message dialog box consists of “history” window, “input” edit box, “Send” and “Close” buttons. The “history” window lists all the messages that have been sent to and from other contacts. In the “input” edit box, you can type your message to be sent to another person. You can move between these controls by pressing “tab (Space-4-5)” or “shift-tab (Space-1-2).” When you are sending an instant message, the “input” edit box will be focused when the dialog box appears. On the other hand, if the dialog box was opened to read received messages, the “history” window will be focused. In the “input” edit box, you can type one line, and by pressing “Enter,” you can send the message. You can also move to the “Send” button, and press “Enter” to send the message. Then the message will also be added to the “history” window. In the “history” window, for each message, the nickname of the person who wrote the message will be displayed first, and then the content of the message will be displayed. Each message is considered as a paragraph. When you are in the instant message dialog box, if the other person sends a message, the message will be displayed in Braille and announced in speech immediately. If you receive a message while the focus is at the “input” edit box, the focus will not be changed. If the focus is at the “history” window, the content of the window will not be updated until you move to another control and go back to the “history” window.

While you are in the instant message dialog box, you can move to the contact list box by pressing “Space-1-2-6” (or F1-F2) or “Space-3-4-5” (or F3-F4). If you press the key again, you will go back to the instant message dialog box. More than one instant message dialog box can be opened at the same time. For example, while you are in an instant message dialog box, if you go to the contact list box by pressing “Space-1-2-6,” and press “Enter” on another contact, another instant message dialog box will be opened.

If you want to close the instant message dialog box, press “Enter” on the “Close” button, or press “Space-e (dots 1-5).” Then, the dialog box will be closed, and you will be placed back in the contact list box.

#### 16.4.3.1 Inviting Others to Start a Conversation

You can invite others to have a conversation together at the same time. That is, you can have a conversation with more than one person in one instant message dialog box. You can invite or add another participant as follows. Press “Space-m (dots 1-3-4)” to open the menu. Move to “Actions” by pressing “Space-4” repeatedly, and press “Enter.” Press “Enter” on “Invite A Contact.” Or instead of using the menu, you can just press “Enter-i (dots 2-4).” Then, the list of people who are online will be displayed. Press “Space-1” or “Space-4” repeatedly to move to the contact you want to invite. Press “Enter.” Then you will get a message that says the person has been invited, and you will be placed back in the current instant message dialog box. Now, you are able to have a conversation with more than one person in one dialog box.

#### 16.4.3.2 Saving and Printing Your Messages

You can save or print the messages that are shown in the “history” window. If you want to save the messages, press “Space-m (dots 1-3-4)” to open the menu. Press “Enter” on “File.” Move to “Save As” and press “Enter.” Or instead of using the menu, you can just press “Space-s (dots 2-3-4).” Then, the save dialog box will appear and the “File name” edit box will be focused. This dialog box has the same controls, and you can use it in the same way as the “Save As” dialog box in “Word processor.”

If you want to print the messages, first, press “Space-m (dots 1-3-4)” to open the menu. Then, press “Enter” on “File.” Move to “Print” by pressing “Space-4” repeatedly, and press “Enter.” Or instead of using

the menu, you can just press “Space-p (dots 1-2-3-4).” Then, the “Print” dialog box will be displayed. This dialog box is the same as the “Print” dialog box in the “Word processor.” The messages can be printed or embossed in Braille.

#### 16.4.3.3 Copying and Pasting Instant Messages

You can copy, paste, and delete the messages in the “history” window or “input” edit box, as you can do in the “Word processor.” However, since the “history” window is read only, you cannot paste, cut, and delete the messages in the “history” window. To select a block of text, move the cursor to the starting point, and press “Enter-b (dots 1-2).” Then, move to the end point of the text to be selected. Press “Enter-c (dots 1-4)” to copy, “Enter-x (dots 1-3-4-6)” to cut. Then, move the cursor to the place where you want to insert the copied text (the “input” edit box, or an edit box of another program), and press “Enter-v (dots 1-2-3-6)” to paste the text. If you press “Enter-a (dot 1),” you can select all the text in the current control. You can perform these functions using the “Edit” menu.

#### 16.4.3.4 Searching Messages

You can search the messages in the “history” window for text. This is very useful especially when you have exchanged a lot of messages. The “Find” dialog box is used for this, and it works the same as the one in the “Word processor.” Press “Space-m (dots 1-3-4)” to open the menu. Press “Space-4” to move to “Edit,” and press “Enter.” Press “Space-4” repeatedly to move to “Find,” and press “Enter.” Or instead of using the menu, just press “Space-f (dots 1-2-4).” Then, the “Find” dialog box will appear, and the “Text to find” edit box will be focused. Type the string to look for and set the searching direction, and then press “Enter.” Then, the focus will move to the message that contains the text. If you want to find it again in the same direction, press “Enter-f (dots 1-2-4).” If the text is not found, you will get the

message, “Not found,” and the cursor will be located where you invoked the “Find” dialog box.

## 16.5 Hot Keys in Social Networking

### 16.5.1 Twitter

Sign Out: Enter-g(dots 1-2-3)
Personal Information: Enter-I (dots 2-4)
Save Current Timeline: Space-s (dots 2-3-4)
Home Timeline: Enter-h (dots 1-2-5)
Friend Timeline: Enter-f (dots 1-2-4)
User Timeline: Enter-u (dots 1-3-6)
Current User Timeline: Backspace-u (dots1-3-6)
Mention Timeline: Enter-m (dots 1-3-4)
Retweet By Me: Backspace-b (dots 1-2)
Retweet To Me: Backspace-t (dots 2-3-4-5)
Retweet Of Me: Backspace-o (dots 1-3-5)
Tweet: Enter-t (dots 2-3-4-5)
Remove Tweet: Space-d (dots 1-4-5)
Retweet: Enter-e (dots 1-5)"
Reply: Enter-y (dots 1-3-4-5-6)
Add To Favorite: Enter-v (dots 1-2-3-6)
Favorite List: Enter-l (dots 1-2-3)
Send Direct Message: Enter-s (dots 2-3-4)
Sent Direct Message: Backspace-m (dots 1-3-4)
Received Direct Message: Backspace-r (dots 1-2-3-5)
Follow User: Backspace-a (dot 1)
Following: Backspace-l (dots 1-2-3)
Followers: Backspace-e (dots 1-5)
Global Search: Space-f (dots 1-2-4)
User Search: Backspace-f (dots 1-2-4)
Search Word List: Backspace-w(dots 2-4-5-6)
Next List: Enter-n (dots 1-3-4-5)

Refresh: Enter-r (dots 1-2-3-5)
Exit: Space-z (dots 1-3-5-6)

Move to the next tweet: Space-4
Move to the previous tweet: Space-1
Move to the first tweet on the refreshing list: Space-1-2-3
Move to the last tweet on the refreshing list: Space-4-5-6
Move to the previous 32 list: Space-1-2-6
Move to the next 32 list: Space-3-4-5

Move to the previous list: up scroll button (Space-1)
Move to the next list: down scroll button (Space-4)
Move to the top of the list: Ctrl-home (Space-1-2-3)/ Home (Space-1-3)
Move to the bottom the list: Ctrl-end (Space-4-5-6)/ End (Space-4-6)
Enter into selected folder or open the selected file: Enter
Move to the upper level folder: Backspace

### 16.5.2 Google Talk

**File (f) Menu Commands**
Sign out (l): Enter-l (dots 1-2-3)
Export Contact Lists(x): Backspace-x (dots 1-3-4-6)
Import Contact Lists (i): Backspace-i (dots 2-4)
Exit (z): Space-z (dots 1-3-5-6)

**Action (a) Menu Commands**
Start Chat (s): Enter-s (dots 2-3-4)
Start Voice Chat: Enter-h (dots 1-2-5)
Send File (f): Enter-f (dots 1-2-4)
Move to Recently Chat (r): Enter-t (dots 2-3-4-5)
Manage Chat (m): Enter-m (dots 1-3-4)

**Contact (b) Menu Commands**

Add Contact (q): Backspace-q (dots 1-2-3-4-5)
Delete Contact (d): Space-d (dots 1-4-5)
Block Contact (b): Backspace-b (dots 1-2)
Manage Block List (m): Backspace-m (dots 1-3-4)
Contact Information (i): Enter-i (dots 2-4)
Manage Contact List (p): Enter-p (dots 1-2-3-4)

**Option (s) Menu Commands**
My Status Options (u): Backspace-u (dots 1-3-6)
Action Options (a): Backspace-a (dot 1)
Alert Options (o): Backspace-o (dots 1-3-5)
Path Options (p): Backspace-p (dots 1-2-3-4)

**Chat Window Menus**

**File (f) Menu Commands**
Save Conversation (e): Space-e (dots 1-5)
Close Chat (z): Space-z (dots 1-3-5-6)

**Edit (e) Menu Commands**
Cut (x): Enter-x (dots 1-3-4-6)
Copy (c): Enter-c (dots 1-4)
Delete (d): Space-d (dots 1-4-5)
Paste (v): Enter -v (dots 1-2-3-6)
Start Selection (b): Enter -b (dots 1-2)
Select All (a): Enter-a (dot 1)
Find (f): Enter -f (dots 1-2-4)
Find Again (g): Backspace-f (dots 1-2-4)

**Action (a) Menu Commands**
Start Chat (s): Enter -s (dots 2-3-4)
Start Voice Chat (v): Enter-h (dots1-2-5)
Stop Voice Chat (v): Space -e (dots 1-5)
Send File (f): Enter -f (dots 1-2-4)
View Contact List (r): Enter -t (dots 2-3-4-5)

Manage Chat (m): Enter -m (dots 1-3-4)
Move to Previous Chat (p): Space -p (dots 1-2-3-4)
Move to Next Chat (n): Space -n (dots 1-3-4-5)

**The move keys in Google Talk.**
Move to the previous Contents: Space-1
Move to the next Contents: Space-4
Move to the previous 32-items of the Contents: Space-1-2-6
Move to the next 32-item of the Contents: Space-3-4-5
Move to the first item of the Contents: Space-1-2-3
Move to the last item of the Contents: Space-4-5-6

### 16.5.3 MSN messenger

1. Log-in dialog box
   Move to the next control: Tab (Space-4-5 or F3)
   Move to the previous control: Shift-tab (Space-1-2 or Space-F3)
   Check or uncheck a check box: Space
2. The contact list box
   Move to the previous item: Space-1 or up scroll button
   Move to the next item: Space-4 or down scroll button
   Move between online and offline groups: Space-5-6
   Open the menu: Space-m (dots 1-3-4) or F2
   Sign out: Enter-n (dots 1-3-4-5)
   View chat: Enter-r (dots 1-2-3-5)
   My status: Enter-m (dots 1-3-4)
   Close: Enter-z (dots 1-3-5-6)
   Add contact: Enter-a (dot 1)
   Delete contact: Enter-d (dots 1-4-5)
   Contact information: Enter-v (dots 1-2-3-6).
   Send instant message: Enter-s (dots 2-3-4)
   Last message: Backspace-r (dots 1-2-3-5)
   Play keyboard sound: Enter-k (dots 1-3)
   Message sound notification while in current window: Backspace-s (dots 2-3-4)

Message sound notification while messenger is in the background: Backspace-m (dots 1-3-4)
Nickname: Enter-p (dots 1-3-4)
Save account: Enter-o (dots 1-3-5)
Confirm the received message: Enter-l (Dots 1-2-3)

3. Instant message dialog box
Move to the next control: Tab (Space-4-5 or F3)
Move to the previous control: Shift-Tab (Space-1-2 or Space- F3)
Move between the instant message dialog box and the contact list box: Space-1-2-6 or Space-3-4-5, F1-F2, or F3-F4
Save as: Space-s (dots 2-3-4)
Print: Space-p (dots 1-2-3-4)
Close: Space-e (dots 1-5)
Cut: Enter-x (dots 1-3-4-6)
Copy: Enter-c (dots 1-4)
Delete: Enter-d (dots 1-4-5)
Paste: Enter-v (dots 1-2-3-6)
Select all: Enter-a (dot 1)
Start selection: Enter-b (dots 1-2)
Find: Space-f (dots 1-2-4)
Find again: Enter-f (dots 1-2-4)
Invitation: Enter-i (dots 2-4)

# 17. Utilities

The “utilities” menu provides several special functions for use with the Voice Sense. The “utilities” menu has the following items:

1) Calculator (where you can do simple math equations as well as scientific calculations)
2) Set time and date (where you can set the Voice Sense internal clock)
3) Display time and date (where you can check the date and time)
4) Wake up call (where you can set the alarm)
5) Calendar (where you can check the calendar)
6) Pronunciation Dictionary (where you can set the pronunciation that you want to hear),
7) Stopwatch (where you can set stopwatch)
8) Setup internet (where you can adjust your internet settings)
9) Display network status (where you can Display network status)
10) Display power status (where you can display power status)
11) Backup/ Restore personalized settings (where you can backup/restore the personalized settings for each program in the Voice Sense all at once)
12) Menu manager
13) Format (where you can format the “flashdisk”, “SD card” and “USB memory”.)
14) Set Sleep Timer
15) Upgrade Voice Sense Firmware (where you can upgrade firmware)

To access the menu items,

1) Press “Space-1” or “Space-4” in the “program menu”.
2) Press “Enter” on the “Utilities” menu. Or, you can press “u (dots 1-3-6)” in the “program menu” to open the utilities menu.
3) The “Utilities” menu has several submenus under each of the menu items.

The following sections will discuss each of these menu options and their functions in greater detail.

## 17.1 Calculator

Using the calculator on the Voice Sense you can do simple math equations as well as complex scientific calculations. The results and formulas will be spoken by the Voice Sense. While using the calculator, you can refer to the “help” menu by pressing “Space-h (dots 1-2-5).” The “help” menu is very useful as you can quickly access hot key information for the various programs on the Voice Sense.

When you want to use the calculator you can press “c (dots 1-4)” from within the “utilities” menu. When using the calculator on the Voice Sense, you need to type using computer Braille when calculating or inserting your formulas. You can initialize your calculation line by pressing “Backspace-c (dots 1-4).” If you insert numbers or a function into a result, the result will disappear; and if you put in operators, you can get to the next step. In addition, you can keep your result in the calculator’s memory, and you can recall it when you need the result. You can use the function and operators via the calculator menu or you can use the hot keys depending on which method works best for you.
All of these functions are explained in greater detail below.

### 17.1.1 General Functions

“General functions” is a dialog box that contains the “general function list,” a “confirm” button, and a “cancel” button. In the dialog box, you can navigate through the items with “tab (“Space-4-5”)” and “shift-tab (“Space-1-2”)”. In the general function list, you can navigate the operators using “Space-1” or “Space-4.” Or, in the list, you can press the first letter of the operator that you want to go to. In the “calculator,” you can open the menu by pressing “Space-m (dots 1-3-

4)” or “F2,” and press “Enter” on “general functions.” Or, you can press “g (dots 1-2-4-5)” in the menu to access “general functions.” After starting the calculation, 0 will be displayed in computer Braille. On the calculation line, you can access the “general functions” by pressing “Enter-g (dots 1-2-4-5).” If the dialog box pops up first, you will be placed on the general function list. Once in the list, you can select what you want, and press “Enter” on it to run the operator since the default is set to the “confirm” button in the dialog. In the dialog box, you can cancel the operator selection by pressing “Enter” on “cancel,” “Space-z (dots 1-3-5-6),” or “Space-e (dots 1-5).” You can use hot keys of the operators for convenient access.
The hot keys of the operators are as follows:

Plus: dots 3-4-6
Minus: dots 3-6
Division: dots 3-4
Multiplication: dots 1-6
Percent: dots 1-4-6
Power: BackSpace-4-5
Square Root: Enter-q (dots 1-2-3-4-5)
Decimal point: dots 4-6
Left parenthesis: dots 1-2-3-5-6
Right parenthesis: dots 2-3-4-5-6
PI: Enter-p (dots 1-2-3-4)
Exponential function: Enter-e (dots 1-5)
If you want to enter in negative numbers, you should type in minus (dots 3-6) and the number together in parentheses. For example, you should type in minus 2 in the following manner: (-2).

For the percent operation, you can get the result when you put in the numbers first and the percent sign (%) just after typing in the numbers. Immediately after you have typed in the percent sign (%), the number that you have typed in will be converted into a percent value. For example, 90 + 20% equals 90 + 18. You will see the

number 18 on pressing the % sign since 18 is 20% of 90. So, you get 108 for your answer.

### 17.1.2 Memory Functions

The “Memory Functions” will keep your resulting answers and calculations in the memory. The “Memory Functions” menu has four submenu items: “recall item,” “delete all saved items,” “save item,” and “statistics functions.” You can move between these items by pressing “Space-4” or “Space-1” repeatedly, and then press “Enter” on the desired feature. To access these menu items, press “Space-m (dots 1-3-4)” to call up the menu, and press “Enter” on “Memory Functions.” Or, you can press “v (dots 1-2-3-6)” when you are in the menu.

#### 17.1.2.1 Recall Items

“Recall items” is a dialog box, that has the following items “list,” “delete,” “display detail,” a ”confirm” button, and a “cancel” button. You can navigate through each of these items by pressing tab (“Space-4-5”) or shift-tab (“Space-1-2”). You can access “recall items” by pressing “r (dots 1-2-3-5)” in the “Memory Functions” menu. Otherwise, you can access the dialog box by pressing “Backspace-r (dots 1-2-3-5)” in the calculation line. The “item list” displays “an item name: the result value,” and you can move in the item name list by pressing “Space-1” or “Space-4.” You can insert the item’s result into your calculation if you press “Enter” on the item name. You can also copy each item in the “item list.” Press the “Space” key to select an item in the “item list.” Then, press “Enter-i (dots 2-4)” to copy the selected items to the clipboard. The “display detail” shows the item name and its result with the default set to “no.” If you want to review the detailed information, press “Space” to switch to “yes.” Then, it will say “item name: the formula = its result value” in speech. “Delete” is used to get rid of your registered item. If you want to delete an item, first, you should select the item that you want to be deleted, and then

press “Enter” on “delete.” You can find the deleted item in “item list” by pressing “tab (Space-4-5).” Or, you can press “Space-d (dots 1-4-5)” on what you want to delete in the item name list. If you want to delete all of the items, you can select all of them by pressing “Enter-a (dot 1),” and press “Space-d (dots 1-4-5).” If you only want to delete some of them, you can select the items by pressing “Space,” and press “Space-d (dots 1-4-5)” on the selected items.

#### 17.1.2.2 Delete All Saved Items

When you use this function, you can delete all of the saved items that are stored in the “recall items.” To activate it, you can call up the menu by pressing “Space-m (dots 1-3-4)” or press “F2.” Then, use the “Space-1” or “Space-4” to get to the “Memory Functions” menu, and press “Enter.” Next, use the up and down arrows to go to “delete all saved items,” and press “Enter.” You can also press “Enter-d (dots 1-4-5)” while you are in the calculation line.

#### 17.1.2.3 Save Items

“Save items” is a dialog box that has an edit window for typing in the item name, a “confirm” button and a “cancel” button. You can move between the control items by pressing “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)”. In the “Memory Functions” menu, you can access “save items” by pressing “s (dots 2-3-5).” When you are in the calculation line, you can press “Backspace-s (dots 2-3-4)” to open the save items dialog box. When you are on the calculation line if you type in the item name, and formula, “a=2+sin(30),” followed by pressing “Enter,” the calculation will be saved automatically. In your calculating result, you can access “save items” to type in an item name in the edit box, and then you can save it by pressing “Enter” directly or by pressing “Enter” on the “confirm” button. If you type in function names like “sin,” “cos,” or “pi” as an item name, you will see the message “invalid item name,” and if you type in names that have already been saved, you will see a message that says, “replace

variable a with current value? Yes.” If you want to change the value, press “Enter” on “yes.” And if you do not want to change the value, press “Enter” on “no.” Press “Space” to toggle between “yes” and “no.”

#### 17.1.2.4 Statistics Function

If you select this menu item, a dialog box opens, which consists of a list box containing all the stored variables, a list box displaying the results of several functions, and a “close” button. You can move between these elements by pressing “tab (Space-4-5),” or “shift-tab (Space-1-2).” You can bring up this dialog box by pressing “Backspace-t (dots 2-3-4-5)” in the calculator line, or by pressing “t (dots 2-3-4-5)” in the “Memory Functions” menu. In the variable list, the variable names and their current values are displayed. You can move between these variables by pressing “Space-4” or “Space-1.” In order to select a variable to be used in the calculation, press “Space” on it. This list is the same as the one in the “recall items” dialog box. The only difference is that this dialog box always displays variable names and values, regardless of the value of “detail display” option. After you select all of the variables to be used in the calculation, you can press “tab (Space-4-5)” to move to the “result” list. The “result” list displays the sum, average, variance, and standard deviation of selected variables. You can move between these items by pressing “Space-4” or “Space-1.” If you want to copy some results in the list to the clipboard, first press “Space” on the items to be copied, and then press “Enter-i (dots 2-4).” (However, “copy to clipboard” in the menu cannot be used. Only this hotkey will work.) Once they are copied to the clipboard, they can be pasted in the word processor or other programs. To close the dialog box, press “Space-z (dots 1-3-5-6)” or press “Enter” on the “close” button. To get the statistics about another set of variables after reading the result, press “shift-tab (Space-1-2)” to go back to the variable list. Then, press “Space-e (dots 1-5)” to cancel all the selections. Now, select all the variables to be calculated

in the same way as you did before, and press “tab (space dots-4-5) to read the result.

### 17.1.3 Sine Functions

The “sine functions” menu will be activated when you press “Enter” on “sine functions,” or press “s (dots 2-3-4)” in the menu. You can open the menu by pressing “Space-m (dots 1-3-4).” Or, you can activate the “sine functions” menu by pressing “Enter-s (dots 2-3-4)” in your calculation line. The “sine function” list consists of “sine,” “arc sine,” and “hyperbolic sine.” If you press “Enter” on one of the three functions while moving with “Space-1” or “Space-4,” or if you press “Enter” on “confirm” on one of the functions while moving with tab (“Space-4-5”), you can insert it into your calculation line after selecting one of the sine functions. Or, you can insert one of the three sine functions by pressing the first letter of each in the list.

### 17.1.4 Cosine Functions

You can activate the “cosine functions” by pressing “Enter” on “cosine function,” or if you press “i (dots 2-4)” in the menu. You can open the menu by pressing “Space-m (dots 1-3-4). Or, in your calculation line, you can open the “cosine function” by pressing “Enter-i (dots 2-4).” The “cosine function” list consists of “cosine,” “arc cosine,” and “hyperbolic cosine.” If you press “Enter” on one of the three functions while moving with “Space-1” or “Space-4,” or if you press “Enter” on “confirm” while moving with tab (“Space-4-5”), you can insert it into your calculation line after selecting one of the three cosine functions. Or, you can insert one of the three cosine functions by pressing the first letter of each in the list.

### 17.1.5 Tangent Functions

You can activate the “tangent functions” when you press “Enter” on “tangent functions,” or if you press “t (dots 2-3-4-5)” in the menu. You

can also open the menu by pressing “Space-m (dots 1-3-4).” Or, in your calculation line, you can open the “tangent functions” by pressing “Enter-t (dots 2-3-4-5).” The “tangent functions” list consists of “tangent,” “arc tangent,” and “hyperbolic tangent.” If you press “Enter” on one of the three functions while moving with “Space-1” or “Space-4,” or if you press “Enter” on “confirm” on one of the functions while moving with tab (“Space-4-5”), you can insert it into your calculation line after selecting one of the three tangent functions. Or you can insert one of the three tangent functions by pressing the first letter of each in the list.

### 17.1.6 Logarithm Functions

The “logarithm functions” is a dialog box, which contains the following: “function list,” a “confirm” button, and a “cancel” button. You can move between the three items by pressing “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)”. The function list consists of “common logarithm” and “natural logarithm,” in which you can move by pressing “Space-1” or “Space-4.”

You can activate the “logarithm functions” menu by pressing “Enter” on “logarithm functions,” or if you press “l (dots 1-2-3)” in the menu. Of course, you can open the menu by pressing “Space-m (dots 1-3-4).” Or, in your calculation line, you can activate the “logarithm function” by pressing “Enter-l (dots 1-2-3).”

When running the “logarithm functions,” If you press “Enter” on one of the functions while moving with “Space-1” or “Space-4,” or if you press “Enter” on “confirm” on one of the functions while moving with “tab (“Space-4-5”)”,” you can insert it into your calculation line after selecting one of the logarithm functions. Or, you can insert “natural logarithm” by pressing “n (dots 1-3-4-5)” in the list. You can insert “common logarithm” by pressing “c (dots 1-4).”

### 17.1.7 Copy to Clipboard

The “copy to clipboard” function is used to copy your formula or result into the clipboard for pasting your formula or result in a document of the word processor. You can activate it by pressing “Enter” on the “copy to clipboard,” or by pressing “c (dots 2-4)” in the menu. You can open the menu by pressing “Space-m (dots 1-3-4)” while running the calculator. Or, in the calculation line, you can press “Enter-c (dots 1-4)” for the quick copy of your calculation into the clipboard directly. After copying, you can paste it in your document of the word processor.

When you activate “copy to clipboard,” you will hear “copy completed,” and the Voice Sense will return to your calculation line.

### 17.1.8 Option Settings

“Option settings” is a dialog box, which contains the following: “setting list,” a “confirm” button, and a “cancel” button. You can move between the three items by pressing “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)”. The “setting list” consists of “radian” and “degree,” in which you can move by pressing “Space-1” or “Space-4.”

If you select “radian,” you can get the PI value while using the trigonometric function. If you select “degree” and activate PI, you will get a wrong answer. You can activate the “option settings” if you press “Enter” on it, or if you press “o (dots 1-3-5)” in the menu. Of course, you can open the menu by pressing “Space-m (dots 1-3-4). Or, in your calculation line, you can activate the “option settings” by pressing “Enter-o (dots 1-3-5).”

When running the “option settings,” if you press “Enter” on what you want in the setting list while moving with “Space-1” or “Space-4,” or if you press “Enter” on “confirm” on what you want in the setting list, while moving with “tab (“Space-4-5”)”,” you will set the option.

### 17.1.9 Exit

This is used to exit the calculator. You can quit a calculation if you press “Enter” on “exit,” or if you press “z (dots 1-3-5-6)” in the menu. Of course, you can open the menu by pressing “Space-m (dots 1-3-4). Or, in your calculation line, you can exit by pressing “Space-z (dots 1-3-5-6)”.

### 17.1.10 Sample Math Calculations

The following are examples for each of the math functions that you can perform when using the calculator on the Voice Sense.

**General functions:**

1. Addition Plus
   For Plus press “dots 3-4-6.”
   For example, to add the numbers 10 and 20, you would enter: 10+20.
   The result is displayed as 30.
2. Subtraction Minus
   For Minus, press “dots 3-6.”
   For example, to add the numbers 10 and 20, and then subtract 5, you would enter: 10+20-5. The result is displayed as 25.

3. Multiplication
   For multiplication, press “dots 1-6.”
   For example, to multiply 10 by 20, you would enter: 10*20.
   The result is displayed as 200.

4. Division
   For Division, press “dots 1-4.”
   For example, to divide 20 by 10, you would enter: 20/10. The result is displayed as 2.

5. Percent

For Percent, “press dots 1-4-6.”

If you want to calculate, what a 10 percent mark-up of 20 would be, enter the following, 20+10% which gives you the result 22. You get this answer because, 2 is 10percent of 20.

To calculate a 10 percent mark-down on 20, press: 20-10% which gives the result 18.
You get this answer because, 2 is 10 percent of 20.

To calculate what percentage 20 is of 10, press: 20/10% which gives you the result 200.

To calculate 10 percent of 20, press: 20*10% which gives the result 2. That is, 10 percent is 0.1. 20*0.1 = 2.

6. Power

For Power, press “BACKSPACE” with “dots 4-5.”
For example, to calculate 2 to the power of 10, you would press: 2^10. The answer will be given as 1024.

7. Calculating Square Root

To perform the Square root function, you can press “Enter” with “dots 1-2-3-4-5.”
For example, to calculate the square root of 16, you press: Enter with dots 1-2-3-4-5, 16 “)”. Then, press enter.
Your answer will be given as 4.

8. Exponential

For Exponential you can press “Enter” with “dots 1-5.”
For example, to calculate the Exponential of 2, you would press: Enter with dots 1-5 then 2, followed by the “)” and “Enter.” That is, exp (2) which gives the result 7.3890561.

9. Trigonometric Functions

**Sine Functions:**

For Sine, press “Enter” with “dots 2-3-4,” and then “s.” This is shown as, sin(.

For Arc Sine, press “Enter” with “dots 2-3-4,” then “a.” This is displayed as asin(.

For Hyperbolic sine, press “Enter” with “dots 2-3-4,” then “h.” This is displayed as sinh(.
In order to calculate the sine of a 30 degree angle you would type the following: Enter with dots 2-3-4, then “s,” 30 and then” ).” Press “Enter” and your answer is displayed as 0.5.

**Cosine Functions:**

For Cosine, you would press “enter with “dots 2-4,” and then you would press “i.” This is displayed as cos(.

For Arc cosine, press “Enter,” with “dots 2-4,” then, “a.” This is displayed as acos(.

For Hyperbolic cosine, press “Enter” with “dots 2-4,” then, “h.” This is displayed as cosh(.
For example, to calculate the cosine of the 30 degree angles, you press: Enter with dots 2-4, i, 30 and then “)”. Then, press “Enter.” Your answer will be given as 0.8660254.

**Tangent Functions:**

For Tangent, press Enter with dots 2-3-4-5 and then T. This is displayed as tan(.

For Arc tangent, press Enter with dots 2-3-4-5 then A. This is displayed as atan(.
For Hyperbolic tangent, press “Enter,” with “dots 2-3-4-5,” then, “h.” This is displayed as tanh(.
For example, to calculate the tangent of the 30 degree angles, you press: Enter with dots 2-3-4-5, T, 30 and then “)”. That is, tan(30) which gives you the result of 0.57735027.

**Logarithm Functions:**

Common logarithm
For Common logarithm, press “Enter” with “dots 1-2-3,” and then “n.” This is displayed as log(.
For example, to calculate the common logarithm of the 100, you press: Enter with dots 1-2-3, N, 100 and then “)”. That is, log(100) which gives the result 2.

Natural Logarithm
For Natural logarithm, press “Enter” with “dots 1-2-3,” and then, “e.” This is displayed as ln(.
For example, to calculate the natural logarithm of the 100, you press: Enter with dots 1-2-3, E, 100 and then “)”. That is, ln(100) which gives the result 4.60517019.

## 17.2 Set time and date

If you want to set the Voice Sense internal clock, you can set it by pressing “Enter” on “set time and date” in the “utilities” menu. In the “utilities” menu, you can locate the set time and date by pressing “t (dots 2-3-4-5),” or you can find it by navigating the “utilities” menu with “Space-1” or “Space-4.”

The set time and date is a dialog box, which consists of “time zone,” “Use Daylight Saving,” “time format,” “time,” “date,” “Synchronize with time server”, a “confirm” button, and a “cancel” button. You can move

between each of these items by pressing “tab (Space-4-5)” or “shift-tab (Space-1-2)”.

If you activate “set time and date” for the first time, you may see “time zone? Pacific Time (US & Canada); Tijuana (GMPT-08:00)” which is set as the default. In “time zone,” you can review the “time zone” list by pressing “Space-4” or “Space-1,” or by typing in the first letter of represented cities. If you selected one of the time zones, you can move to the next item by pressing “tab (“Space-4-5”)”,” or you can move to the previous item by pressing “shift-tab (“Space-1-2”)”.

The “Use Daylight Saving” will display according to “time zone.” Namely if daylight saving time is used in selected time zone, this item will display. If not so, this item is not display. You can check and uncheck this item by using “Space.”

The next item is “time format,” where you can switch between 12 hour and 24 hour time. You can toggle between which time to use with “Space-1” or “Space-4.”

Once you select a time, you can move to the next “time” by pressing “tab (“Space-4-5”)”.” In “time,” you can set your time. If you select 12 hour clock in the “time format,” you can see A.M. or P.M. after the hour and minute. In the 12 hour clock, you can set the time after selecting A.M. or P.M. by pressing “Space-x (dots 1-3-4-6).” In the 24 hour clock setting, you can type in a 24-hour-system number regardless of A.M. or P.M. When you put numbers in the time, you need to put a “Space” or “: (colon)” between the hour and the minute. To set your time, you can move to the date by pressing “tab (Space-4-5).” In the date, you should put in the month, date, and year in that order. You should use a 2-digit number for the month, a 2-digit number for the date, and a 4-digit number for the year while typing in a “Space” or “/ (slash)” between them.
The next item is “Synchronize with time server”, where you can synchronize time and date. This function is extremely useful when the

date and time of Voice Sense is faster or slower than current time. First of all, to execute this function, you have to connect the internet to your Voice Sense. Once the internet is connected, press “Enter” on “Synchronize with time server” button. After the synchronizing, it shows synchronized time in “Time” edit combo box. Also when you press “Tab (Space-4-5)”, it shows synchronized date in “Data” edit combo box.

After you have completed the necessary information, you can press “Enter” on “confirm” by moving with “tab (Space-4-5),” and then you will return to “set time and date.” Or, you can press “Enter” when you have completed entering all of the information because the default is set to “confirm.”

## 17.3 Display Time and Date

You can check the current date and time here. To activate this function, press “Space-4” or “Space-1” in the “utilities” menu, and then press “Enter” on “display Time and Date.” Or, you can activate this function by pressing “d” in the menu. Anywhere in the Voice Sense, you can press “Space-t (dots 2-3-4-5)” to check the time. If you press “Space-t (dots 2-3-4-5),” the Voice Sense will say the time. Then, if you press tab (“Space-4-5”), the Voice Sense will say today’s date.

## 17.4 Wake up alarm

If you have set up the “wake up alarm” function, an alarm will sound on the Voice Sense at the specified time every day. If you want to open “wake up alarm,” go to the “program” menu, move to “utilities,” and then press “Enter.” Then, use the “Space-1” or “Space-4” to find “wake up alarm,” and then press “Enter” on “wake up alarm.” If this is the first time you have opened “wake up alarm,” and you have not yet set the time or date in the Voice Sense, the Voice Sense will then say, “set time:” After you set the time, the Voice Sense will display the

“wake up alarm” dialog box. The Voice Sense will then say, “set time:” The “wake up alarm” dialog box contains the following: “set time,” “bell,” “term,” “alarm duration,” “repeat interval,” “wake up call times” a “confirm” button, and a “cancel” button. You can move among these by pressing “tab (“Space-4-5”)” and “shift-tab (“Space-1-2”)”. If you want to check the wakeup call settings, open this dialog box again. It will show you the current wakeup call settings. If you want to stop the alarm, press “Backspace-Enter.” After you press “Backspace-Enter,” the Voice Sense will remain on, even though the power switch is turned to “off.” In order to turn the Voice Sense off, you must turn the power switch to “on,” and then back to “off” after you hit “Backspace-Enter.” Then, the Voice Sense will be turned off, and the alarm will not sound again until you set it again. If you do not plan on being able to turn the unit off and on, you should turn on the “power saving mode” in the ”Global options”“Global options” (as explained in section 2.4) to avoid draining the battery.

### 17.4.1 Set Time

When you open the “wake up alarm” dialog box, the Voice Sense will display the “set time” field. The value is set to the current time or the time specified previously. Here you can directly type in the time, or set the time using the shortcut keys, as explained in section 6.3. After you set the time, you should press “tab (“Space-4-5”)” to move to the next field. While you are anywhere in the Voice Sense, you can check the time by pressing “Space-t (dots 2-3-4-5)” to check the time.

### 17.4.2 Alarm Sound

You can select an alarm sound for the wake up alarm. If you press “tab (“Space-4-5”)” on “set time,” you will hear the alarm sound that is currently set. Press “Space-1” or “Space-4” to change the alarm sound, and you will hear the different alarm sounds. Select one of the three alarm sounds that are available. If you have selected the sound that you want, press “tab (Space-4-5)” to move to the next field.

### 17.4.3 Term

In this field, you can set which day of the week the alarm will go off. There are four options: “off,” “once,” “week days,” and “every day.” Move between these options by pressing “Space-1” or “Space-4.” If “term” is set to “off,” the alarm will not go off at the specified time at all. If “term” is set to “once,” the alarm will go off only once. If “term” is set to “week day,” the alarm will go off at the same time every weekday, Monday through Friday. If “term” is set to “everyday,” the alarm will go off at the specified time 7 days a week, even on weekends. When you have selected the option you like, press “tab (“Space-4-5”)” to move to the next field.

### 17.4.4 Ringing Duration

This option sets the amount of time that the alarm will sound. The options are 1 minute, 2 minutes, or 3 minutes. Move between these options by pressing “Space-1” or “Space-4.” If you set the ringing duration to “1 minute,” the alarm will sound for one minute, and then the alarm will be silent. To stop the alarm, press “Backspace-Enter.”

### 17.4.5 Repeat Interval

This option sets the amount of time that will be between the times that the alarm sounds. For example, after the alarm has stopped sounding, it will ring again in 3 minutes, if you set the repeat interval to three minutes. The available settings are 1, 3, 5, 10, 15, or 20 minutes. Move between these options by pressing “Space-1” or “Space-4.”

### 17.4.6 Wakeup Call Times

This option allows you to decide how many times the alarm will sound. The available settings are anywhere from 1 to 10 times. For

example, if the alarm is not turned off by pressing “Backspace-Enter,” it will repeat according to the number of times that you set for this option. Move between these options by pressing “Space-1” or “Space-4.”

### 17.4.7 Confirm Cancel

If you press “Enter” on the “confirm” button, the changed options will be saved, and the dialog box will be closed. If you do not want to save the changes you have made, press “Enter” on the “cancel” button. The Voice Sense will keep the previous “wakeup call” settings, and close the dialog box.

## 17.5 Calendar

You can activate the calendar by pressing “Enter” on “calendar” in the “utilities” menu, or by pressing “l (dots 1-2-3).” The following options will be available when you are using the calendar; “solar calendar,” and “lunar calendar.” In the calendar, you can check the three kinds of information starting from the year 1841 to the year 2043. If you type in a date that is not in the range and press “Enter,” you will get the message, “invalid date,” and return to where you where you were typing in the date.

### 17.5.1 Using the Calendar

The “calendar” is composed of the “solar calendar,” and “lunar calendar.” In the “lunar calendar,” a leap month will hear the month with “l (dots 1-2-3).” The calendar works according to a date unit. The default is the date that the Voice Sense was set to the last time that the date was set. You can check the date in two ways.
The following is an explanation of how to check the dates.

1. Moving items

You can switch between “solar calendar,” and “lunar calendar” by pressing “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)”.

2. Typing in date
   In the calendar, you can type in a month, date, and year. For the year, you should type in a 4-digit number, and for the month and date, you should type in 2-digit numbers. It is possible to type these numbers in using computer Braille and regular grade 1 Braille without using the number sign. You can put “Space” or “/ (slash)” between the month, date, and year. If you press “Enter” after typing in a date, you can hear the date once, and go to the next item. For example, if you put the date in the “solar calendar,” you will be on the “lunar calendar.”
3. Hotkeys for switching dates
   After putting in a date, you can check the “solar calendar,” and “lunar calendar” by pressing “tab (Space-4-5)” or “shift-tab (Space-1-2).”

   Move to the next day: Space-6
   Move to the previous day: Space-3
   Move to the next week: Space-5
   Move to the previous week: Space-2
   Move to the next month: Space-4
   Move to the previous month: Space-1
   Move to the next year: Space-5-6
   Move to the previous year: Space-2-3

## 17.6 Pronunciation Dictionary

The “pronunciation dictionary” is used to register or modify the Voice Sense’s pronunciation while it is speaking. You can activate it by pressing “p (dots 1-2-3-4)” in the “utilities” menu.

The “pronunciation dictionary” is composed of the list, “add word” button, “modify word” button, “delete word” button and “close” button. You can move through those controls by pressing “tab (Space-4-5)” or “shift-tab (Space-1-2).” The list will be shown as “word: xx – yy”

where “xx” is the original word and “yy” is the word you wanted to hear instead of the original word. For example, if you wanted to hear “world health organization” for the original word “WHO” and added the word, the list will be listed as “word: WHO – world health organization.” If there are many items on the list, you can move up or down through lists by pressing “Space-1” or “Space-4.” Also you can click the cursor routing key corresponding to the item position you want to focus. For example, if there are 10 items in the list and you want to focus the 5$^{th}$ item, you can just click the 5$^{th}$ cursor routing key and you will focus on the 5$^{th}$ item on the list. The list will not be listed by the alphabetical order and it will be listed by the sequential order to be added.

If you want to add new word, you can add the word by pressing “Enter” on “add word” button or you can press “Space-I (dots 2-4).” Then you will meet “add entry:” Here you can type in the word you want to change its pronunciation and press “tab (Space-4-5)” then you will meet “replacement:” Here you can type in the word you want to hear the pronunciation and then press “Enter” or press “tab (Space-4-5)” to move to “confirm” button and then press “Enter.” The word will be added completely and the focus will be returned to “add word” button. In case of adding the word by pressing “Space-I (dots 2-4),” newly added word will be displayed. If you want to cancel this modification, you can press “Enter” on “cancel” button or press “Space-e (dots 1-5)” or press “Space-z (dots 1-3-5-6).”

If you want to modify the registered word, in the list, you can move up or down by pressing “Space-1” or “Space-4” so that you focus the item you want to modify. And after moving to “modify word” button by pressing “tab (Space-4-5),” press “Enter.” Or on the item you want to modify, just press “Space-m (dots 1-3-4).” Then you will meet “modify entry: (focused word).” At this time, if you press “tab (Space-4-5)” once, you will meet “replacement: (new pronunciation).” Here you can type in the pronunciation you want to change and then press “Enter.” Or press “tab (Space-4-5)” again to move to “confirm” button and then

press “Enter.” Then the word will be modified completely and the focus will be returned to “modify word” button. In case of modifying the word by pressing “Space-m (dots 1-3-4),” the modified word will be displayed. If you want to cancel this modification, you can press “Enter” on “cancel” button or press “Space-e (dots 1-5)” or press “Space-z (dots 1-3-5-6).”

If you want to delete the registered word, in the list, you can move up or down by pressing “Space-1” or “Space-4” so that you focus the item you want to delete. And after moving to “delete word” button by pressing “tab (Space-4-5),” press “Enter.” Or on the item you want to delete, just press “Space-d (dots 1-4-5).” Then you will meet the prompt, “delete: yes.” If you are sure to delete the item, press “Enter.” Otherwise press “Space” to switch to “no” and then press “Enter.”

If you want to exit “pronunciation dictionary,” you can press “Enter” on “close” button or press “Space-z (dots 1-3-5-6).”

## 17.7 Stopwatch

When you press “Enter” on the “stopwatch,” you will hear “00:00:00.” If you press “Enter,” the stopwatch will start. If you press “Enter” again, it will pause, and the Voice Sense will say the elapsed time. Pressing “Enter” again will restart the stopwatch from where it paused.

If you press “Backspace” on “work” or “pause,” it will let you know the elapsed time and will clear into “00:00:00.” While the stopwatch is working, pressing “Space” will make the Voice Sense say the elapsed time at the moment.

While the stopwatch is running, pressing “Space-F2” will stop displaying the time while the stopwatch is still running. If you press “Space-F2,” the time will be said again.

If you press “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)” before the start of the stopwatch or while it is running, you can switch to the “count down timer.” If you activate the “count down timer,” you will be asked to put in hours, minutes, and seconds. When typing in the hours, minutes, and seconds, you should type in a two-digit number for the hour, minute and the second, regardless of whether you are using computer Braille or regular grade 1 Braille without using a number sign. If you press “Enter” without typing in any numbers, the “count down timer” will start with the default, which is set to one minute. When started, the “count down timer” will say “count down xx minute,” and it will start running. If you press “Enter” in the “count down timer,” the Voice Sense will tell you the remaining time, and then it will pause. If you press “Enter” again, it will restart. Pressing “Backspace” will clear the “count down timer.” If the timer reaches zero, you will hear a 10-second alarm, and the “count down timer” will clear. If you press “Backspace-Enter” while the alarm is sounding, the alarm will stop and your timer will clear, and will be ready to accept a new time.

If you press “tab (Space-4-5)” or “shift-tab (Space-1-2)” again anywhere in the count down timer, the stopwatch will be ready. If you want to exit the stopwatch or “count down timer,” press “Space-z (dots 1-3-5-6)” anywhere within the stopwatch or “count down timer,” and you will return to the “stopwatch” menu.

## 17.8 Setup Internet

The “setup Internet” function is used to set up your IP configuration. In “setup Internet,” you will find “wireless LAN,” “LAN,” “modem,” “ADSL,” and “Bluetooth DUN.” You can move between the four items by pressing “Space-4” or “Space-1.” The “LAN” setup should be used if you are connecting to the Internet via a network or router. The “modem” setup should be used if you are connecting to the Internet via a dial-up modem. The “ADSL” setup should be used if you are

connecting to the Internet via a DSL modem. To connect to the Internet via a wireless network, use the “wireless LAN” function.

If you want to activate “setup Internet,” press “Enter” on “setup Internet” in the “utilities” menu, or press “I (dots 2-4)” in the “utilities” menu. You can move through the “utilities” menu items with “Space-1” or “Space-4.”
If you want to access to Internet with the Voice Sense, you must set the Internet settings at “setup Internet” that is one of the submenus of “utilities” menu.
Or, if the PC in which the Active Sync program is installed is connected to Internet and the Voice Sense is connected to that PC, then you can connect the Voice Sense to Internet.

The functions of this menu are explained in greater detail in the following sections.

### 17.8.1 Setup Wireless LAN

If you want to connect to a wireless network, you should use the “setup wireless LAN” function. In order to use the “setup wireless LAN” function, you must change the wireless option to “on” in the option menu.

Go to the “utilities” menu that is located in the “program” menu by pressing “F1,” and then press “Space-4” repeatedly to move to the “utilities” menu. Then, press “Enter” on “utilities.” Next, move to "setup Internet" by pressing “Space-1” or “Space-4,” and then press “Enter” on “setup Internet.” And then press “Enter” on “wireless LAN.”

The "wireless LAN" dialog box consists of the “access point” list, “advanced” button and “close” button. You can move between these controls by pressing “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)”. If you do not have a wireless LAN turned on, you will hear “no item” when you press “Enter” on “wireless LAN.”

When you first open the “wireless LAN” dialog box, the focus is on the “access point” list. The list has the information of wireless access points which is searched.

“Access point” list will let you know the “access point name,” “encryption,” and “sensitivity” of each item. (Ex: linksys, encryption: WEP, sensitivity: good.) If there is more than one access point in the list, you can move between them by pressing “Space-1” or “Space-4.” Move to the “access point” that you want to connect to. And press “Enter.” And then you will hear the “Connecting with (access point name)” message and connecting sound. If you are using network key in Access Point when you press “Enter”, “network key” edit box will be displayed. In edit box, you have to input the encrypted key and press “Enter.” And if your settings are correct, then you will hear “completed setting profile” with connecting sound.

The “advanced” common dialog box is used to modify the added profile or add new profile or check the existed profile. If you press “Enter” on the “advanced” button while wireless LAN turned off, “no item” will be displayed. Pressing “Enter” on the “advanced” button, while wireless LAN turned on. The “advanced” dialog box has 5 controls. You can navigate among these controls by pressing “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)”.

The “advanced” common dialog box contains “profile list,” “add common dialog” button, “remove” button, “properties common dialog” button and “close” button controls.

1. “profile list”: Here you will see the profile lists that you have added. You can move through the list by pressing “Space-4” or “Space-1.”

2. “Connect” button: It tries to connect the wireless using the selected profile by pressing the button.

3. “Add common dialog” button: You can add a profile here and this dialog is same when entering on ‘add new’ in lists of Access Point. “Add common dialog” has the 10 controls.
   1) “Setup IP: Automatic” combo box: You can switch between automatic and manual by pressing “Space-4” or “Space-1.” If you select “manual,” you will need to enter your IP address, subnet mask, gateway IP address, and DNS IP address by yourself. You can move between these computer edit boxes by pressing “Space-4” or “Space-1.” Press “tab (“Space-4-5”)” to move to the next control.
   2) “Network name (SSID)” computer edit box: The edit box is empty and you can type in network name you prefer.
   3) “Network mode” combo box: Here you can select between “infrastructure,” and “802.11 ad-hoc” mode by pressing “Space-1” or “Space-4.”
   4) “Network authentication mode” combo box: Here you can select between “open,” “shared,” “wpa-psk,” and “wpa2-psk” by pressing “Space-1” or “Space-4.”
   5) “Data encryption” combo box: Here you can select the data encryption method by pressing “Space-1” or “Space-4.” If you select “open” or “shared” in network authentication mode, you can choose between “disable” and “wep.” And if you select “wpa-psk” or “wpa2-pks” in network authentication mode, either “AES” or “TKIP” can be selected in the “Data encryption” combo box.
   6) “The key is provided automatically” check box: If the “access point” does not provide a key for users automatically, uncheck this check box by pressing “Space.” The default is that the check box is checked.
   7) “Network key” computer edit box: This is a computer edit box to type the network key if the key is not provided automatically.
   8) “Key index” edit box: This is an edit box to type the key number of the wireless access point that matches the network key input.
   9) “Confirm” button: Pressing this button applies the changes.

10) “Cancel” button: You can press this button to cancel the setup.

Note:

1) If “Data encryption” has been set as “disabled,” press “Tab (Space-4-5)” and it will directly move to the “Confirm” button.
2) “Network key” and “Key index” will be displayed only if you uncheck the “The key is provided automatically.”

4. “remove” button: If you want to delete a profile item in the profile list, select the profile item you wish to delete, and then press “r (dots 1-2-3-5)” or go to the “remove” button by pressing “tab (“Space-4-5”)”, and then press “Enter” on “remove” button.

5. “properties common dialog” button: If you want to get information about a selected profile item in the profile list, press “Enter” on the “properties common dialog” button after focusing on a profile item by using “tab (“Space-4-5”)”. You can reconfirm the added information in each item. You can modify an item here directly.

In order to exit from “advance” dialog box, you can press “Space-e(dots 1-5)” or “Space-z(dots 1-3-5-6)”.

### 17.8.2 LAN Setup

If you are going to set up a LAN, you should first connect a LAN cable to the Voice Sense. In this setup, you can decide whether you will use the automatic or manual setup to setup your IP configuration. If you want to set it up automatically, press “Enter” on “setup IP: Automatic.” Then, it will be set up automatically. For the automatic setup, your host server should provide DHCP service (Dynamic Host Configuration Protocol).

If you want to set up your IP configuration manually, move to “manual” by pressing “Space-1” from the “setup IP: Automatic,” and

press “Enter.” Then, you will find the following: “IP,” “subnet mask,” “gateway,” and “primary DNS.” These settings require specific information. Please contact your Internet service provider for the right information. To type in the information, you should use computer Braille, and after typing in the information, you can move to the next item by pressing “Space-4.” Finally after completing the “primary DNS,” press “Enter.” Then, you will see the message “setting completed.” You will be returned to “setup internet” with your information saved. You can then use e-mail, msn messenger or the web browser.

### 17.8.3 Modem & Bluetooth DUN setup

If you are going to set up the Voice Sense to connect to the Internet via a modem, you should first put in a CF type modem card into the CF slot, and connect a phone line to the modem on the CF card. Then, activate “setup Internet” in the “utilities” menu. After you have activated “setup Internet,” move to the modem by pressing “Space-1” or “Space-4,” and then press “Enter.”
If you wish to connect to Mobile network using Bluetooth DUN, you can move to “setup internet” in the “utilities” menu and select “Bluetooth DUN” and enter on it. In this case, you don’t need to insert CF modem card into the Voice Sense and its user interface is same as setting up connection using the modem.
The modem setup contains the following: “connect list,” “default,” “add,” “modify,” “delete,” and “close.” You can move between these by pressing “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)”. Within each item, you can move by pressing “Space-4” or “Space-1.”

The “connect list” has added connection names. You can move between these by pressing “Space-4” or “Space-1.”

The “default” is to set to the default connection name in the Internet setup. If you want to choose a connection as the default, go to the

“connect list,” and move to “default” by pressing “tab (“Space-4-5”)”.” Then, press “Enter.”

“Add” is a dialog box where you can set up the environment regarding the connect group names. It has “connect name list,” a “confirm” button, and a “cancel” button. You can move between these by pressing “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)”. The “connect name list” has “connect name,” “connect number,” “id,” “password,” and “modem speed.” In “connect name,” you can type in the host name to connect with, and in the “connect number,” you can type in the number of the host. Here you can type in numbers and commas (,) only. You can type in numbers using computer Braille. In “ID” and “password,” use computer Braille to type the ID and password that are required by the host server. In case of Bluetooth DUN, you can make the connection to Mobile network without any password according to Mobile server. In the modem speed, select one from the list by pressing “Backspace” or “Space.” After completing each item, you can move to the next item by pressing “tab (“Space-4-5”)”. Finally, with “modem speed” completed, you can press “Enter” to save your registration. Before saving it, you can cancel your choices by moving to “cancel” by pressing “tab (“Space-4-5”)”,” and press “Enter” on it.

“Modify” is used to modify the connect group. You can do this by moving to what you want to select in the “connect list,” and then press “Enter”. You can also press “tab (“Space-4-5”)” to locate “modify”. Otherwise, you can press “Enter-m (1-3-4)” on the “connect name” in the “connect list” directly. “Modify” has the same items as “add,” and you use the menus in the same way.
In “delete,” if you want to delete an item, you can move to what you want to delete in the “connect list,” and then press “Enter” on “delete.” Use “tab (“Space-4-5”)” to move between the items. Or, you can delete an item by pressing “Space-d (dots 1-4-5)” on what you want to delete in the “connect list.”

If you want to exit the “modem setup,” you can press “Space-z (dots 1-3-5-6),” or you can press “Enter” on “close” by moving to it by pressing “tab (“Space-4-5”)”.

### 17.8.4 ADSL Setup

If you want to connect the Voice Sense to the Internet via a DSL connection, you should use the ADSL setup. First, you should plug in a LAN cable to the Voice Sense’s LAN port. If you press “Enter” on “setup internet,” you will first see “CB LAN 1/5.” Then, go to ADSL by pressing “Space-4” repeatedly. Press “Enter” on “ADSL.” It contains the following controls: connect list, default, add, modify, delete, and close. You can move between the controls by pressing “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)”. Within each control, you can move item by item by pressing “Space-4” or “Space-1.”

In the “connect list,” you will see the added connect names. Select one by pressing “Enter” on it. In “default,” you can make one of the added connect names the default connection. If you make a connection the default connection, that will be the connection that is used to connect to the Internet first. In “add,” you can manage the connect names in the list. It has three controls: edit field, a confirm button, and a cancel button. You can move between the three controls by pressing “tab (“Space-4-5”)” or “shift-tab (“Space-1-2”)”. The edit field contains the following: connect name, ID, and password. You can move between the controls by pressing ‘”Space-4” or “Space-1.” When in the “connect name” control, type in the server host name. In “ID” and “password,” you can type in what you want in ASCII. After completed filling in the appropriate information, press “Enter” or press “Enter” on “confirm” after pressing “tab (“Space-4-5”)” moving. To cancel everything that has been typed in to the edit field, go to “cancel,” and press “Enter.”
In “modify,” you can modify a connect name. If you want to modify a connection in the “connect list,” select the connect name you want to modify in the list. Then, press “Enter” on “modify.” Or, after you have

selected the connect name, press “Enter-m (dots 1-3-4).” “Modify” contains the same items as “add,” and the text is typed in the same way.

Using “delete,” you can delete selected connect names. If you want to delete a connect name in the “connect list,” select the connect name you want to delete in the list, and then press “Enter” on “delete.” Or, after you have selected the connect name, press “Space-d (dots 1-4-5).”

If you want to exit the ADSL setup, press “Space-z (dots 1-3-5-6),” or press “Enter” on “close.”

## 17.9 Display Network Status

Using this program, you can check if the Voice Sense is currently connected to the Internet. This program provides you with the information about the current connection type, the current IP of the unit, subnet mask, gateway, and mac address. To run this program, press “Enter” on “Display Network Status,” or press “n (dots 1-3-4-5)” in the “utilities” menu. If you start the program, a list of information about the connection type and address will be displayed. If you press “tab (Space-4-5),” the Voice Sense will display a “renew” button. If you press “tab (Space-4-5) again, “exit” will be displayed. If you press “shift-tab (Space-1-2),” the Voice Sense will move between these elements in the opposite direction. The first item in the information list (status) shows if the Voice Sense is currently connected to the Internet (online/offline), and what the current connection type is (LAN, Modem, ADSL, or Wireless LAN). The next item is the “current IP address,” followed by “subnet mask,” and then “gateway,” and finally “mac address.” You can move between these items by pressing “Space-4” or “Space-1.” If the Voice Sense is not currently connected to the Internet, the status information shows that the Voice Sense is offline. If you press “Enter” on the “renew” button, it tries to connect to Internet using the parameters specified in “setup Internet” once again,

and displays on/offline status. To end this program, press “Space-z (dots 1-3-5-6)” at any time in the program. Or pressing “Enter” on the “exit” button will close the program too. You can also press “Space-n (dots 1-3-4-5)” while you are in the “program” menu to open network status.

## 17.10 Display power status

You can activate “display power status” function by pressing “b (dots 1-2)” or press “Enter” on the “display power status” in the “utilities” menu. You can move to it by pressing “Space-4” or “Space-1” in the “utilities” menu. Anywhere in the Voice Sense, you can activate this function by pressing “Space-1-6.” In “display power status,” you can check two kinds of information regarding the Voice Sense's power. It will let you know the recharging percentage and if the Voice Sense is using the AC adapter or the battery. If you activate this function, you will see “xx% charged, using battery or AC power.” After checking it, you can exit by pressing “Space-z (1-3-5-6),” which will return you to the menu.

## 17.11 Backup/Restore personalized settings

“Backup/Restore personalized settings” is a program where you can backup/restore the option settings for each program in the Voice Sense all at once. This program can be found in the “utilities” menu. You can run this program by pressing “k (dots 1-3)” in the “utilities” menu. If you run this program, a dialog box will be opened. This dialog box contains: “program option check box list”, “select all” button, “backup” button, “restore” button, and “cancel” button. You can move between the check boxes in the “program option list”, by pressing “Space-1” or “Space-4.” You can move between these controls by pressing “tab (Space-4-5)” or “shift-tab (Space-1-2).” The “program option check box list” contains “option settings”, “file manager option”, “word processor option”, “address manager option”, “schedule manager option”, “media player option”, “web browser

option”, “e-mail option”, “messenger option”, “Bluetooth option” and “database manager option”.

In this list, you move to the program option and check it by pressing “Space.” If you want to uncheck it you can do so by pressing “Space” again. After you select all the options you want to backup or restore, press “Enter” on the “backup” or “restore” button. If you want to select all of the programs in the list, press “Enter” on the “select all” button. If you press “Enter” on “backup” or “restore” button, the dialog box will be closed.

If you press a “backup” button, it lets you hear a list in which you can select a path where to store a backup file. It shows up “flashdisk” as default values. Here you move to disk or folder where you want to store a file, by using navigation key in a “file manager” program. And you select a folder or disk by pressing “Space,” press “Enter”, it turns up that a backup file is stored in selected folder. Each one of these options has its own backup file. This means that when you backup each of the 5 options, it will generate 5 backup files. If you need to store a backup file in a root of disk, refer to this way. When it comes out a name of disk, you press “Enter” after selecting a disk by pressing “Space.”
If you press a “restore” button, it lets you see a list in which you can select a path where to restore a backup file. A way how to move or select a folder or disk is the same as “backup.” If you select a folder that is not back upped, you can be seen a message which tells that there is no backup option file.

If you cold reset your Voice Sense, or its battery is fully discharged, the main option settings and settings for each program will be lost, and initialized to the default values. If you backup options using this program right before you cold reset, you can restore the option settings you set previously.

## 17.12 Menu Manager

Using the Menu manager, on the Voice Sense, you can manage the programs that you want to display or not. Following programs can be set in the Menu manager.

1) Sense Dice Game
2) Sense Brain Game
3) Twitter
4) Google Talk
5) MSN Messenger.

To execute the “Menu manager”, follow these steps below.

(1) Press U (dots1-3-6) or Enter on the “Utilities”.
(2) Press the short cut key, “m (dots 1-3-4)” or “Enter” on the “Menu manager”.
(3) The dialog box of the “Menu manager’” will be displayed.

The dialog box of the “Menu manager” consists of following items.

1) The 5 lists of the Voice Sense program
2) Confirm button
3) Cancel button

To navigate between each program, you need to press “Space-1” or “Space-4”.
And pressing “Tab (Space-4-5)” or “Shift-tab (Space-1-2)” to navigate between “Confirm” and “Cancel” button.

To hide unused program, follow these steps below.

(1) When executing “Menu manager”, the list of the Voice Sense program will be displayed.
(2) Pressing “Space-1” or “Space-4” to move to the program that you want to hide and press the Space to change to “off”.
(3) When checking all the programs as “off”, you need to press Enter. Or pressing “Tab (Space-4-5)” to move to “Confirm” and press Enter.

(4) Setting is complete. Press the Reset button which is located at the back of the Voice Sense.
(5) And when navigating between each program, “off” program will not be displayed.

If you want to use the program again, execute the “Menu manager” and press the Space to change to “on”. And press the Reset button to reset the Voice Sense. When the Voice Sense reboots itself, the program will be displayed.

## 17.13 Format

To use the Voice Sense, you may need to format. This program can be found in the “Utilities” menu. You can execute this program by pressing “f” in the “Utilities” menu. When you format Voice Sense, all information is erased. Therefore, before you format Voice Sense, you are advised to backup important data.

### 17.13.1 Formatting the disk

To execute format the disk, two methods are discussed separately below.

First, you can format the disk in utilities program.

1) Go to the “Format” in utilities program.
2) Pressing “Enter”, it will be focused in the “Disk: flashdisk”.
3) Press “Enter”
4) “Format flashdisk memory? Yes” will appear on the Braille display.
5) Press “Enter”
6) “All data will be lost. Continue?Yes” will appear on the Braille display.
7) “Now formatting flashdisk memory.” will appear on the Braille display and format is started.
8) After you have completed the format, return to the “Disk” list.

If you want to cancel the format, press the “Space”, press the “Enter” on “No” in step 4) or 6).

Also, Format of CF, SD and USB memory is available in the same method. If you inserted the CF memory, SD card or USB memory in CF card slot, SD card slot or USB port, CF memory, SD card and USB memory will be listed on “Disk” list. Any of the disks can be moved by using the up and down arrows. As above, you can format in the same process.

Second, you can format the disk in program menu.

1) Press “Space-1-2-3” in program menu.
2) While holding down “Space-1-2-3,” quickly press and release the reset button.
3) Continue pressing “Space-1-2-3” until you hear the disk formatting.
4) After you have completed the format, return to the “File manager” program.

## 17.14 Set Sleep Timer

You can set “Sleep Timer” in Voice Sense. The sleep timer will turn the unit off at a specified time regardless of what you are doing.

Please follow these steps;

1) Execute “Utilities”.
2) Press “Space-1” or “Space-4”, move to “Sleep timer”.
3) Press “Enter” on the “Sleep timer”.
4) Or press “Space-j (dots 2-4-5)”, regardless of location.
5) It will find the edit box asking “Sleep timer: 0”.
6) Enter the number of minutes for the sleep timer. Enter the number range from 0 to 90.
7) Press “Enter”.

Once the sleep timer is set, even if the device is active, it will power off. If you set the sleep timer for “5” minutes and press “Space-J (dots 2-4-5)” after 2 minutes, you will find “3” in edit box. It means the power will be turned off after “3” minutes.

## 17.15 Upgrade Voice Sense Firmware

If you activate this function, you can update the Voice Sense either through an Internet connection or from a disk that contains the upgrade file. If you decide to upgrade using an Internet connection, you must first complete the “setup Internet” function. If you update the Voice Sense, all of the settings will be returned to their default status. Data in the flashdisk will be protected. However, we recommend that you backup your files before updating the Voice Sense Firmware.

While updating, you cannot cancel the update. Note that you must not press the reset button while updating, and you should avoid power failure. We recommend that you do not touch the Voice Sense while it is updating. It may take up to 30 minutes to update the Voice Sense, though it depends on the speed of your Internet connection. On completing the setup, the Voice Sense will reboot again to finish the update.

### 17.15.1 Upgrading the Voice Sense Firmware Using the Internet

To upgrade the Voice Sense Firmware via the Internet, complete the following steps:

1) Make sure an Internet connection is available. Press “Enter ” on “Upgrade Voice Sense Firmware” in the “utilities” menu. T hen, “Upgrade: Online” will appear.
2) Now, press “Enter” on “Upgrade: Online.” The Voice Sense will connect to the HIMS server, and your current software ve rsion will be compared to the HIMS server version. You will th

en be asked if you want to continue to upgrade.
If you press “Enter” on “no,” the upgrade will be cancelled. Press “Space” to toggle between “yes” and “no.” If you press “Enter” on “yes,” the Voice Sense will download the upgrade file, the upgrade will start. If the upgrade fails, it will give you the message “Internet connection is not available. Check your cable and try again.” To try the upgrade again, press “Space-z (1-3-5-6)” to cancel, and then activate upgrade Voice Sense Firmware again. If the connection is successful, the updated files will be downloaded, and the Voice Sense will start upgrading. If you do not have enough memory available on the flashdisk, the Voice Sense will be unable to update until you make room for the upgrade files by deleting any unnecessary files from the Voice Sense.

3) After downloading the upgrade file, Voice Sense will automatically start the upgrading process. Please remember that you must not do anything to the Voice Sense until the upgrade is complete. When the upgrade is complete, you will be returned to the “program” menu, and you will hear “file manager.”
4) After you have completed the upgrade, you should check the software version by pressing “Space-v (dots 1-2-3-6)” while you are in the “program” menu.

### 17.15.2 Upgrading the Voice Sense Firmware from a Disk

To upgrade the Voice Sense Firmware from a disk, complete the following steps:

1. Connect a disk (such as a compact flash card, SD card or USB memory stick) to the Voice Sense. The disk must have the upgrade file stored on it. Then, press “Enter” on “Upgrade Voice Sense Firmware.”
2. Then, “Upgrade: online” will appear. Press “Space-4” to go to the “Upgrade: Offline.” Then, press “Enter.” Then, you will see the disk list. Press “Space-4” repeatedly to go to the disk that contains the upgrade file. Then, press “Enter.”

3. You will then be asked if you want to continue to upgrade. If you press “Enter” on “no,” the upgrade will be cancelled. Press “Space” to toggle between “yes” and “no.” If you press “Enter” on “yes,” the Voice Sense will start upgrading. This step will not appear when your current software version is not the latest version.
4. The Voice Sense will automatically start the upgrading process. Please remember that you must not do anything to the Voice Sense until the upgrade is complete. When the upgrade is complete, you will be returned to the “program” menu, and you will hear “file manager.”
5. After you have completed the upgrade, you should check the software version by pressing “Space-v (dots 1-2-3-6)” while you are in the “program” menu.

## 17.16 Hot Keys for Utilities

**Calculator:** c (dots 1-4)
Calculator initialize: Backspace-c (dots 1-4)
Delete numbers or operators: Backspace

**General function:** Enter-g (dots 1-2-4-5)
Plus: dots 3-4-6
Minus: dots 3-6
Division: dots 3-4
Multiplication: dots 1-6
Percent: dots 1-4-6
Power: BackSpace-4-5
Square Root: Enter-q (dots 1-2-3-4-5)
Decimal Point: dots 4-6
Left Parenthesis: dots 1-2-3-5-6
Right Parenthesis: dots 2-3-4-5-6
PI: Enter-p (dots 1-2-3-4)
Exp: Enter-e (dots 1-5)

**Memory Function:**

Recall Items: Backspace-r (dots 1-2-3-5)
Delete all saved items: Enter-d (dots 1-4-5)
Save Items: Backspace-s (dots 2-3-4)

**Trigonometric Function:** Enter-s (dots 2-3-4)
Sine: Enter-s (dots 2-3-4), s (dots 2-3-4)
Arc Sine: Enter-s (dots 2-3-4), a (dot 1)
Hyperbolic Sine: Enter-s (dots 2-3-4), h (dots 1-2-5)
Cosine: Enter-i (dots 2-4), i (dots 2-4)
Arc Cosine: Enter-c (dots 1-4), a (dot 1)
Hyperbolic Cosine: Enter-c (dots 1-4), h (dots 1-2-5)
Tangent: Enter-t (dots 2-3-4-5), t (dots 2-3-4-5)
Arc Tangent: Enter-t (dots 2-3-4-5), a (dot 1)
Hyperbolic Tangent: Enter-t (dots 2-3-4-5), h (dots 1-2-5)
**Logarithm Function:** Enter-l (dots 1-2-3)
Natural Logarithm: Enter-l (dots 1-2-3), e (dots 1-5)
Common Logarithm: Enter-l (dots 1-2-3), n (dots 1-3-4-5)

**Copy to Clipboard**: Enter-c (dots 1-4)

**Option Setting**: Enter-o (dots 1-3-5)

**Setting time and date:** t (dots 2-3-4-5)
Move to the next day: Space-6
Move to the previous day: Space-3
Move to the next week: Space-5
Move to the previous week: Space-2
Move to the next month: Space-4
Move to the previous month: Space-1
Move to the next year: Space-5-6
Move to the previous year: Space-2-3
Move to 1 hour after: Space-4
Move to 1 hour before: Space-1
Move to 10 minutes after: Space-5
Move to 10 minutes before: Space-2

Move to 1 minute after: Space-6
Move to 1 minute before: Space-3
Switch Between a.m. and p.m.: Space-x (dots 1-3-4-6)

**Checking date and time**: Space-t (dots 2-3-4-5)

**Calendar:** l (dots 1-2-3)
Move items
Move to the previous item: Tab (Space-4-5)
Move to the next item: Shift-tab (Space-1-2)

**Move key for date in calendar**
Move to the next day: Space-6
Move to the previous day: Space-3
Move to the next week: Space-5
Move to the previous week: Space-2
Move to the next month: Space-4
Move to the previous month: Space-1
Move to the next year: Space-5-6
Move to the previous year: Space-2-3

**Pronunciation dictionary**: p (dots 1-2-3-4)
Move to the previous control: Tab (Space-4-5)
Move to the next control: Shift-tab (Space-1-2)
Move to the previous item in entry: Space-1
Move to the next item in entry: Space-4
Add word: Space-l (dots 2-4)
Modify word: Space-m (dots 1-3-4)
Delete word: Space-d (dots 1-4-5)

**Stopwatch:** w (dots 2-4-5-6)
Stopwatch start, pause, restart: Enter
Stopwatch Clear: Backspace
Check the elapsed time: space

Switch between stopwatch and count down timer: Tab (Space-4-5) or shift-tab (Space-1-2)
Count down timer pause or restart: Enter
Count down timer Clear: Backspace
Check remaining time: space
Exit stopwatch or count down timer: Space-z (dots 1-3-5-6)

**Setup internet:** i (dots 2-4)

**Display power status:** Space-1-6

**Display network status**: Space-n (dots 1-3-4-5)

**Backup/Restore personalized settings:** k (dots 1-3)
Move to previous item: Space-1 or up arrow key
Move to next item: Space-4 or down arrow key
Move to previous control: Shift-tab (Space-1-2 or Space-F3)
Move to next control: Tab (Space-4-5 or F3)

**Format:** Space-1-2-3

**Set Sleep Timer:** Space-j (dots 2-4-5)

**Upgrade Voice Sense Firmware:** u (dots 1-3-6)
Check download information: Space-i (dots 2-4)
Cancel download and exit: Space-z (dots 1-3-5-6)

# 18. Using the help menu

The help section consists of various text files that will allow you to read about the many functions of the Voice Sense. You will find the following help sections:

1. Help overview
2. Basic functions help
3. File manager help
4. Word processor help
5. Sense navigation help
6. Address manager help
7. Schedule manager help
8. Email help
9. Media player help
10. FM radio help
11. Web browser help
12. Daisy player help
13. Bluetooth manager help
14. Database manager help
15. Extras help
16. Social networking help
17. Utilities help
18. Using the help menu
19. Using activesync
20. Command summary
21. Command summary for USB keyboard
22. Troubleshooting guide
23. Accessories
24. Information about the Voice Sense

The section, “Help overview,” gives an entire overview of the Voice Sense. This section covers all of the functions of the Voice Sense. To access the help file, press “F1” to go to the “program” menu, and use

“Space-4” repeatedly until you find “help.” Then, press “Enter” on “help.” Then, press “Enter” on “Help overview.” The navigation keys are the same as in the word processor. When you are reading the manual on the Voice Sense, you can search for text in the various sections by pressing “Space-f (dots 1-2-4),” type the text you wish to find, and then press “Enter.” You can find the next occurrence of the particular text that you have previously searched for by pressing “Enter-f (dots 1-2-4).”

The section, “Basic functions help,” gives an explanation of the ”Global options” functions and common function, and how to use them. To access the help file, press “F1” to go to the “program” menu, and use “Space-4” repeatedly until you find “help.” Then, press “Enter” on “help.” Then, press “Enter” on “Basic functions help.” The navigation keys are the same as in the word processor. Remember that when you are reading the manual on the Voice Sense, you can search for text in the various sections by pressing “Space-f (dots 1-2-4),” type the text you wish to find, and then press “Enter.”
You can find the next occurrence of the particular text that you have previously searched for by pressing “Enter-f (dots 1-2-4).”

The remaining sections cover each of the functions of the Voice Sense in detail. To access these help files, press “F1” to go to the “program” menu, and use “Space-4” repeatedly until you find “help.” Then, press “Enter” on “help.” Then, press “Enter” on the section that you want to read. The navigation keys are the same as in the word processor. Remember that when you are reading the manual on the Voice Sense, you can search for text in the various sections by pressing “Space-f (dots 1-2-4),” type the text you wish to find, and then press “Enter.” Also, you can find the next occurrence of the particular text that you have previously searched for by pressing “Enter-f (dots 1-2-4).”

To access this section, press “F1” to go to the “program” menu, and use “Space-4” repeatedly until you find “help.” Then, press “Enter” on

“help.” Then, press “Enter” on “Command summary.” The navigation keys are the same as in the word processor. Remember that when you are reading the manual on the Voice Sense, you can search for text in the various sections by pressing “Space-f (dots 1-2-4),” type the text you wish to find, and then press “Enter.” You can find the next occurrence of the particular text that you have typed previously by pressing “Enter-f (dots 1-2-4).”

The “information about the Voice Sense” section gives the copyright and version of the Voice Sense, as well as the version of Windows CE that the Voice Sense is using. To access “information about the Voice Sense” section, press “F1” to go to the “program” menu, and use “Space-4” repeatedly until you find “help.” Then, press “Enter” on “help.” Then, press “Enter” on “information about the Voice Sense.”

If you want to save the information about the Voice Sense, press “Enter” on “Information about the Voice Sense” of “help” and press “tab (Space-4-5 or F3)”. Voice Sense will display “save button.” You press “Enter” on this button. Then Voice Sense will display “save completed” and return to “save” button.
The saving file is named “vs-information.txt.” And this file is stored in “flashdisk.”

# 19. Using ActiveSync

## 19.1 What is ActiveSync?

ActiveSync is a program that allows mobile devices to connect to a personal computer. This program enables file transfers from a personal computer to a mobile device and vise versa. Also this program is able to synchronize the Voice Sense with Microsoft Outlook. ActiveSync is not shipped with the Voice Sense. If you would like to use ActiveSync, you will have to download it from the Internet on to your personal computer.

## 19.2 Connecting the Voice Sense to a PC

Before connecting the Voice Sense to your personal computer for the first time, make sure that the Voice Sense is turned off. Once you have ActiveSync installed, you will need to plug a USB cable in to the USB OTG port on the right side panel of the Voice Sense. Then, plug the other end of the USB cable in to a USB port on your personal computer. Now, turn on the Voice Sense. You will hear several sounds. First, on the Voice Sense, you will hear chimes. Then, you will hear a “ding-dong” sound on your computer, which lets you know the computer is connected properly to the Voice Sense. You will again hear chimes on the Voice Sense, and then on your computer.

## 19.3 Setting up the Voice Sense in the ActiveSync Program

After you have turned on the Voice Sense, and you have heard all of the sounds, a screen will come up on your computer that has the heading, “Set Up a Partnership.” You have a “yes” option and a “no” option on this screen. If you select “yes” on this screen, the next time you connect the Voice Sense to your computer, you will be able to have it synchronize with Microsoft Outlook automatically. If you select

“no,” the “Set Up a Partnership” screen will come up every time you connect the Voice Sense to your computer.

If you want to be able to synchronize the Voice Sense with Microsoft Outlook, select “yes,” and then press the “next” button. Then, you will be asked to select a name that you want to call the mobile device. You can only use the following characters: _, A-Z, or 0-9. You cannot use spaces. Once you have entered an appropriate name, press “next.” Then, a list of functions will appear on your computer. Each function has a check box located next to it. Make sure that only the “contacts” check box (that corresponds with Microsoft Outlook) is checked. Then, press “next.” Then, the next dialog box that appears will say, “setup complete.” Then, press “finish.” ActiveSync will then look for changes, and synchronize with Microsoft Outlook. For more information on how to use ActiveSync or Microsoft Outlook, please visit www.microsoft.com.

## 19.4 Transferring Files to the Voice Sense Via ActiveSync

In order to transfer files to the Voice Sense from your computer, you will first need to find the file(s) on your PC that you want to transfer. Once you have found the file(s) that you want to transfer, make sure the files have been selected by using the “spacebar.” After you have selected the file(s), press “ctrl-c” on your PC to copy the file(s). Then, go to the desktop on your computer by pressing “Windows-key-d.” Press the letter “m” until you find “My computer.” Press “Enter” on “My computer.” Then, press the letter “m” until you hear “mobile device,” and press “Enter.” The mobile device is the Voice Sense. After you have opened “mobile device,” you will enter in to the file list on the Voice Sense. One of the items in the list is “my computer.” Press the letter “m” until you hear “my computer,” and press “Enter.” Then, another file list will open. In this list, you will find the folder called “flashdisk.” This is the same “flashdisk” that you hear under “file manager.” Press “f” until you hear “flashdisk,” and then press “Enter.” You will notice that all of the folders that you find in the

“flashdisk” under “file manager” are located here. You can paste the file(s) here directly by pressing “ctrl-v,” or you can paste the file(s) in to one of the folders by pressing enter on one of the folders, and then pressing “ctrl-v” to paste the file(s).

If you want to copy folders from the Voice Sense to your PC via ActiveSync, follow the same steps; except, you will need to copy files from the Voice Sense, and paste the file(s) to your PC in the directory where you want to store the file(s).

# 20. Command Summary

## 20.1 Common Combination Keys

Call up the program menu: F1
Run the individual program in the program menu F1-“shortcut key” (varies for each program)
Call up the task ID list: F1-F4
Switch to previous program: Space-F2-F3
Switch to next program: F2-F3
Call up the menu in the individual program: Space-m (dots 1-3-4) or F2
Exit: Space-z (dots 1-3-5-6)
Escape: Space-e (Space-1-5) or F4
Move to the next control in a dialog box: Tab (Space-4-5 or F3)
Move to the previous control in the dialog box: Shift-tab (Space-1-2 or Space-F3)
Move to the previous character: Left arrow key (Space-3)
Move to the next character: Right arrow key (Space-6)
Move to the previous line/item: Up arrow key (Space-1)
Move to the next line/item: Down arrow key (Space-4)
Move to the beginning of line/item: Home key (Space-1-3 or F2-up arrow key)
Move to the end of line/item: End key (Space-4-6 or F3-down arrow key)
Move to the top of a document or to the first item: Ctrl-home (Space-1-2-3 or F1-F2-up arrow key)
Move to the bottom of a document or to the last item: Ctrl-end (Space-4-5-6 or F3-F4-down arrow key)
Move to the previous page or to the first item of the previous 32-item group: Page up (space 1-2-6 or F1-F2)
Move to the next page or to the first item of the next 32-item group: Page down (space 3-4-5 or F3-F4)
Capital sign: Space-u (dots 1-3-6)

Read the current item again: Space-r (dots 1-2-3-5)
Say current time: Space-t (dots 2-3-4-5)
Display power status: Space-1-6
Call up the ”Global options”: Space-o (dots 1-3-5)
Online help: Space-h (dots 1-2-5)
Check software version: Space-v (dots 1-2-3-6) only in the Voice Sense “program” menu.
Display network status: Space-n (dots 1-3-4-5) in the Voice Sense “program” menu

Increase the voice volume: BackSpace-F4
Decrease the voice volume: BackSpace-F1
Increase the voice rate: Space-F4
Decrease the voice rate: Space-F1
Increase the voice pitch: Enter-F4
Decrease the voice pitch: Enter-F1

Change Bluetooth on/off: BackSpace-3-4-5-6
Change Wireless LAN on/off: BackSpace-1-4-5-6

One-handed mode on: hold down F3 while turning on.
One-handed mode off: hold down F4 while turning on.

## 20.2 File Manager

### 20.2.1 Navigation keys on the file list and menu list

Move to previous item: Up arrow key (Space-1) or up arrow key
Move to next item: Down arrow key (Space-4) or down arrow key
Move to the beginning of the list: Ctrl-home (Space-1-2-3)
Move to the end of the list: Ctrl-end (Space-4-5-6)

### 20.2.2 Navigation Keys for the File List

Fast move to folder list or move to file list: Space-5-6

Move between file list and address window: Tab (Space-4-5 or F3) / shift-tab (Space-1-2 or Space-F3)
Enter into selected folder or open the selected file: Enter
Move to the upper level folder: Backspace
Fast move to the top level disk: Space-1-2-5-6

### 20.2.3 Item (folder or File) Selection Key

Select item by item: Space
Continuous selection: Enter-b (dots 1-2)
Select all: Enter-a (dot 1)

### 20.2.4 Hot Keys for the Commands

Open: Enter-o (dots 1-3-5)
Open with: Enter-e (dots 1-5)
Zip: Enter-z (dots 1-3-5-6)
Unzip: Enter-u (dots 1-3-6)
Send: Enter-s (dots 2-3-4)
Copy: Enter-c (dots 1-4)
Cut: Enter-x (dots 1-3-4-6)
Paste: Enter-v (dots 1-2-3-6)
Delete: Enter-d (dots 1-4-5)
Rename: Enter-r (dots 1-2-3-5)
New document: Enter-n (dots 1-3-4-5)
New folder: Enter-f (dots 1-2-4)
File conversion: Enter-t (dots 2-3-4-5)
Select all: Enter-a (dot 1)
Sort files by: Enter-g (dots 1-2-4-5)
Set file info: Enter-l (dots 1-2-3)
Display only files of type: Enter-w (dots 2-4-5-6)
Search file: Space-f (dots 1-2-4)
Information: Enter-i (dots 2-4)

## 20.3 Word Processor

### 20.3.1 Hot Keys for the Commands

New document: Enter-n (dots 1-3-4-5)
Open: Enter-o (dots 1-3-5)
Save: Enter-s (dots 2-3-4)
Save as: Space-s (dots 2-3-4)
Close current document: Space-q (dots 1-2-3-4-5)
Environment setting: Enter-e (dots 1-5)
Exit: Space-z (dots 1-3-5-6)
Start selection: Enter-b (dots 1-2)
Copy: Enter-c (dots 1-4)
Add to the clipboard: Enter-p (dots 1-2-3-4)
Clear clipboard: Enter-d (dots 1-4-5)
Delete: Space-d (dots 1-4-5)
Cut: Enter-x (dots 1-3-4-6)
Paste: Enter-v (dots 1-2-3-6)
Insert from file: Enter-i (dots 2-4)
Insert date: Enter-w (dots 2-4-5-6)
Insert time: Backspace-w (Dots 2-4-5-6)
Delete blank lines: Backspace-e (dots 1-5)
Select all: Enter-a (dot 1)
Change insert/overwrite mode: Space-i (dots 2-4)
Check spelling: Enter-k (dots 1-3)
Check spelling of the current word: Backspace-k (dots 1-3)

Find: Space-f (dots 1-2-4)
Find again: Enter-f (dots 1-2-4)
Replace: Enter-r (dots 1-2-3-5)
Go to location: Enter-l (dots 1-2-3)
Go to previous page: Space-1-2-6 or F1-F2
Go to next page: Space-3-4-5 or F3-F4
Set Mark: Enter-m (dots 1-3-4)
Go to the mark: Enter-j (dots 2-4-5)

Go to previous document: Tab (Space-1-2 or Space-F3)
Go to next document: Shift-tab (Space-4-5 or F3)

Read selected text: Backspace-b (dots 1-2)
Read beginning of selected text: Enter-u (dots 1-3-6)
Read from beginning to cursor: Backspace-g (dots 1-2-4-5)
Read from cursor to end: Enter-g (dots 1-2-4-5)
Read status: Space-3-4

Braille document layout: Backspace-p (dots 1-2-3-4)
Braille paragraph layout: Backspace-1-2-4-6
Print document layout: Backspace-t (dots 2-3-4-5)
Print paragraph layout: Backspace-2-3-4-6

### 20.3.2 Miscellaneous Hot Keys

Move to previous character: Left arrow key (Space-3)
Move to next character: Right arrow key (Space-6)
Move to previous word: Space-2
Move to next word: Space-5
Move to the beginning of the line: Home (Space-1-3)
Move to the end of the line: End (Space-4-6)
Move to previous line: Up arrow key (Space-1)
Move to next line: Down arrow key (Space-4)
Move to previous paragraph: Space-2-3
Move to next paragraph: Space-5-6
Move to the beginning of the document: Ctrl-home (Space-1-2-3)
Move to the end of the document: Ctrl-end (Space-4-5-6)
Read current paragraph: Space-2-3-5-6
Read current line: Space-1-4
Read current word: Space-2-5
Read current character: Space-3-6
Delete current paragraph: Backspace-2-3-5-6
Delete current line: Backspace-1-4
Delete current word: Backspace-2-5

Delete current character: Space-d (dots 1-4-5)
Confirm current cursor position: Space-1-5-6
Set view format character: Space-1-4-6
Set reading unit: Space-2-4-6
Set read only: Space-3-4-6

## 20.4 Address Manager

### 20.4.1 Move keys for adding an address or in the menu

Move to the previous field or menu item: Up arrow key (Space-1) or up arrow key
Move to the next field or menu item: Down arrow key (Space-4) or down arrow key
Move to the first field or menu item: Ctrl-home (Space-1-2-3)
Move to the last field or menu item: Ctrl-end (Space-4-5-6)

### 20.4.2 Move Keys in the Search Result List

Move to the previous field: Space-2
Move to the next field: Space-5
Move to the first field: Home (Space-1-3)
Move to the last field: End (Space-4-6)
Move to the previous record: Space-1 or up arrow key
Move to the next record: Space-4 or down arrow key
Move to the first record: Space-1-2-3
Move to the last record: Space-4-5-6
Move to previous same field different record: Space-3
Move to next same field different record: Space-6

### 20.4.3 Hot keys for the Commands

Add address: Enter-i (dots 2-4)
Search address: Enter-s (dots 2-3-4)
Edit address: Enter-m (dots1-3-4)

Delete address: Space-d (dots 1-4-5)
Select all: Enter-a (dot 1)
Save as a file: Enter-t (dots 2-3-4-5)
Backup address list: Enter-u (dots 1-3-6)
Restore address list: Enter-r (dots 1-2-3-5)
Setting backup option: Enter-e (dots 1-5)
Setting add/searching address fields: Enter-o (dots 1-3-5)
Import from CSV: Backspace-i (dots 2-4)
Export to CSV: Backspace-x (dots 1-3-4-6)

### 20.4.4 Miscellaneous Hot Keys

Tab: Space-4-5 or F3
Shift-tab: Space-1-2 or Space-F3
Cancel: Space-e (dots 1-5) or F4
Exit: Space-z (dots 1-3-5-6)

## 20.5 Schedule Manager

### 20.5.1 Hot keys for the commands

Move to the next field: Tab (Space-4-5 or F3)
Move to the previous field: Shift-tab (Space-1-2 or Space-F3)
Add schedule: Enter-i (dots 2-4)
Search schedule: Enter-s (dots 2-3-4)
Modify schedule: Enter-m (dots 1-3-4)
Delete schedule: Space-d (dots 1-4-5)
Backup schedule: Enter-u (dots 1-3-6)
Restore schedule: Enter-r (dots 1-2-3-5)
Set backup option: Enter-e (dots 1-5)
Alarm option: Enter-o (dots 1-3-5)
Save schedule as file: Enter-t (dots 2-3-4-5)
Toggle search mode: Enter-f (dots 1-2-4)

### 20.5.2 Move Keys in the Search Result List

3. Move from an appointment to another in the schedule list
   Move to the previous appointment in the same day: Up arrow key (Space-1)
   Move to the next appointment in the same day: Down arrow key (Space-4)
   Move to the first appointment in the same day: Space-1-3
   Move to the last appointment in the same day: Space-4-6
4. Move from one appointment to another in all the appointments registered
   Move to the previous schedule: Space-2
   Move to the next schedule: Space-5
   Move to the first schedule: Space-2-3 or Space-1-2-3
   Move to the last schedule: Space-5-6 or Space-4-5-6

## 20.6 E-mail

### 20.6.1 Hot keys that are used in the inbox

Call “Accounts manager”: Enter-m (dots 1-3-4)
Check for new mail: Enter-n (dots 1-3-4-5)
Write new message: Enter-w (dots 2-4-5-6)
Reply: Enter-r (dots 1-2-3-5)
Reply all: Backspace-r (dots 1-2-3-5)
Forward: Enter-f (dots 1-2-4)
Call up “set path”: Enter-p (dots 1-2-3-4)
Call up “set option”: Enter-o (dots 1-3-5)
Call up “set spam”: Enter-e (dots 1-5)
Find: Space-f (dots 1-2-4)
Find again: Backspace-f (dots 1-2-4)
Move to unread message: Enter-u (dots 1-3-4)
Move to mailbox: Backspace-x (dots 1-3-4-6)
Copy to mailbox: Backspace-c (dots 1-4)

Add a sender to the address list: Enter-i (dots 2-4) (This is valid only at the “from” item of the “inbox”)
Delete received e-mail: Space-d (dots 1-4-5) (It is valid only at the “Subject” and “date” item in the “inbox”)
Save the received e-mail as text file: Space-s (dots 2-3-4)
Print the received e-mail: Space-p (dots 1-2-3-4)
Cancel: Space-e (dots 1-5)
Cancel and exit from e-mail program: Space-z (dots 1-3-5-6)

### 20.6.2 Hot keys for Sending E-Mail Including Reply, Forward, and Save in the Mail Outbox

Search address list: Enter-l (dots 1-2-3)
Attach file: Enter-f (dots 1-2-4)
Send e-mail: Enter-s (dots 2-3-4)
Save in mail outbox: Space-s (dots 2-3-4)
Cancel: Space-e (dots 1-5)
Cancel and exit from e-mail program: Space-z (dots 1-3-5-6)

### 20.6.3 Hot Keys for Reading E-Mails or Writing an E-Mail Message

Start selection: Enter-b (dots 1-2)
Select all: Enter-a (dot 1)
Copy to the clipboard: Enter-c (dots 1-4)
Cut to the clipboard: Enter-x (dots 1-3-4-6) (This is not available when you are reading e-mail in the “inbox”)
Paste from the clipboard: Enter-v (dots 1-2-3-6) (This is not available when you are reading e-mail in the “inbox”)
Delete selection and delete a letter: Space-d (dots 1-2) (It is not valid when you are reading e-mail in the “inbox”)
Cancel block: Space-e (dots 1-5)

## 20.7 Media Player

### 20.7.1 Hot keys for commands

Open file: Enter-o (dots 1-3-5)
Open folder: Enter-f (dots 1-2-4)
Add file: Backspace-o (dots 1-3-5)
Add folder: Backspace-f (dots 1-2-4)
Save play list: Enter-i (dots 2-4)
Save as play list: Space-s (dots 2-3-4)
Delete item: Space-d (dots 1-4-5)
Open URL: Enter-u (dots 1-3-6)

Play: Enter, Play button
Pause/continue: Space, Play button
Stop: Backspace, Stop button
Previous track: Dot 3, previous button
Next track: Dot 6, next button
5th previous track: Dots 2-3
5th next track: Dots 5-6
First track: Dots 1-3
Last track: Dots 4-6
Volume up: Space-up arrow key
Volume down: Space-down arrow key
Speed up: Dots 3-4-5
Slow down: Dots 1-2-6
Change time index: dot 2 or dot 5
Move to next position by time index and play: dot 4
Move to previous position by time index and play: dot 1

Call up the record dialog box: Enter-r (dots 1-2-3-5), Record butt on
Record: Record button
Pause/continue recording: Space, Record button
Play: Play button
Pause/continue play: Space, Play button
Stop: Backspace, Stop button

Delete play list during stop: Space-d (dots 1-4-5)
Set bookmark: Enter-m (dots 1-3-4)
Delete bookmark: Enter-d (dots 1-4-5)
Jump to bookmark: Enter-j (dots 2-4-5)
Go to position: Enter-g (dots 1-2-4-5)
Set mark: Backspace-m (dots 1-3-4)
Move to mark: Backspace-j (dots 2-4-5)
Move to previous mark: Backspace-dot 3
Move to next mark: Backspace-dot 6
Delete mark: Backspace-d (dots 1-4-5)
Mark manager: Backspace-k (dots 1-3)

Configuration dialog box: Backspace-c (dots 1-4)
Playback setting dialog box: Enter-s (dots 2-3-4)
Record setting dialog box: Backspace-s (dots 2-3-4)
Effect setting dialog box: Enter-e (dots 1-5)

### 20.7.2 Hot Keys in the Play Information Tab

Move to the next information: Space-4
Move to the previous information: Space-1
“Pause” when it is play state and “play” when it is pause state: Space
Start playing: Enter
Stop playing: Backspace
Play the next file: Dot 6
Play the previous file: Dot 3
Play the last file: Dots 4-6
Play the first file: Dots 1-3
Play the fifth file after the current file: Dots 5-6
Play the fifth file before the current file: Dots 2-3
Volume up: Space-up arrow key
Volume down: Space-down arrow key
Speed up: Dots 3-4-5
Slow down: Dots 1-2-6
Change time index: dot 2 or dot 5

Move to next position by time index and play: dot 4
Move to previous position by time index and play: dot 1
Open menu: Space-m (dots 1-3-4)
Open help: Space-h (dots 1-2-5)
Move to “play list” tab: Space-4-5/Space-1-2
Exit “media player”: Space-z (dots 1-3-5-6)

### 20.7.3 Hot Keys in the Play List Tab

Move to the next file: Space-4
Move to the previous file: Space-1
Move to the last file: Space-4-6
Move to the first file: Space-1-3
Select/resume current file (while playing, it is used as play/pause): Space
Start selecting files: Enter-b (dots 1-2)
Start playing the selected files: Enter
Stop playing: Backspace
Delete the selected files in the play list: Space-d (dots 1-4-5)
Play the next file: Dot 6
Play the previous file: Dot 3
Play the last file: Dots 4-6
Play the first file: Dots 1-3
Play the fifth file after the current file: Dots 5-6
Play the fifth file before the current file: Dots 2-3
Volume up: Space-up arrow key
Volume down: Space-down arrow key
Speed up: Dots 3-4-5
Slow down: Dots 1-2-6
Change time index: dot 2 or dot 5
Move to next position by time index and play: dot 4
Move to previous position by time index and play: dot 1
Open menu: Space-m (dots 1-3-4)
Open help: Space-h (dots 1-2-5)
Move to “playback information” tab : Space-4-5/Space-1-2

Exit “media player”: Space-z (dots 1-3-5-6)

## 20.8 FM radio

Call up the sets dialog box: Enter-e (dots 1-5)
Call up the menu: Space-m (dots 1-3-4) or F2
Internal speakers on/off: Space-x (dots 1-3-4-6) or x (dots 2-4-5-6)
Move to next frequency: dot 6
Move to previous frequency: dot 3
Auto previous frequency: dot 2, short press previous button
Auto next frequency: dot 5, short press next button
Go to frequency: Space-f (dots 1-2-4)
Move to previous channel: dot 1, long press previous button
Move to next channel: dot 4, long press next button
Registry channel: Enter-s (dots 2-3-4), long press record button
Delete the channel: Space-d (dots 1-4-5) or long press stop button
Call up the record dialog box: Enter-r (dots 1-2-3-5)
Record start/pause: short press record button
Record stop: short press stop button
Mute on: short press stop button, space
Muto off: short press play button, space
Volume up: Space-up arrow key
Volume down: Space-down arrow key

## 20.9 Web Browser

### 20.9.1 Hot keys for the command

Open URL: Enter-u (dots 1-3-6)
Open: Enter-o (dots 1-3-5)
Save as: Space-s (dots 2-3-4)
Information: Enter-i (dots 2-4)
Exit: Space-z (dots 1-3-5-6)

Read from beginning to cursor: Backspace-g (dots 1-2-4-5)

Read from cursor to end: Enter-g (dots 1-2-4-5)
Auto scroll: Up arrow key-down arrow key

Start selection: Enter-b (dots 1-2)
Copy: Enter-c (dots 1-4)
Add to clipboard: Enter-p (dots 1-2-3-4)
Copy URL: Backspace-d (dots 1-4-5)
Copy link: Backspace-l (dots 1-2-3)

Go to the home page: Backspace-h (dots 1-2-5)
Go to the previous page: Backspace-Space-3 or Backspace-p (dots 1-2-3-4)
Go to the next page: Backspace-Space-6 or Backspace-n (dots 1-3-4-5)
Go to previous heading: Backspace-b (dots 1-2)
Go to next heading: Backspace-f (dots 1-2-4)
Go to previous text: Space-2-4-6
Go to next text: Space-1-2-4-5-6
Refresh: Enter-r (dots 1-2-3-5)
Open the history list: Enter-h (dots 1-2-5)
Check the address of the selected title in the history list: Space-i (dots 2-4)
Find: Space-f (dots 1-2-4)
Find again: Enter-f (dots 1-2-4)
Links list: Backspace-i (dots 2-4)

Set current as your home page: Enter-s (dots 2-3-4)
Add to favorites: Backspace-a (dot 1)
Favorites list: Enter-l (dots 1-2-3)

Option settings: Backspace-o (dots 1-3-5)

### 20.9.2 Hot Keys When Playing Audio Files in web browser

Turn up the volume: Space-up arrow key

Turn down the volume: Space-down arrow key
Play: Play button of the front panel
Stop: Stop button of the front panel

### 20.9.3 Hot Keys for Reading Web Pages

Move to the previous control: Shift-tab (Space-1-2 or Space-F3)
Move to the next control: Tab (Space-4-5 or F3)
Select the next item in the combo box (list box): BackSpace-Space-4
Select the previous item in the combo box (list box): BackSpace-Space-1
Move to the previous form: Space-1-2-3-4-6
Move to the next form: Space-1-3-4-5-6
Move to the previous table: Space-3-4-5-6
Move to the next table: Space-1-4-5-6
Move to the previous cell: Space-2-3
Move to the next cell: Space-5-6
Move to the upper cell: Space-3-5
Move to the lower cell: Space-2-6
Read current cell: Space-2-3-5-6
Move to the previous cell of the upper level table: BackSpace-2-3
Move to the next cell of the upper level table: BackSpace-5-6
Move to the upper cell of the upper level table: BackSpace-3-5
Move to the lower cell of the upper level table: BackSpace-2-6
Check the current position: Space-1-5-6
Move to the previous frame: Space-3-4-6
Move to the next frame: Space-1-4-6
Read the current line: Space-r (dots 1-2-3-5)

## 20.10 Daisy Player

Move to the title list: Space-dots 1-2-5-6
Open daisy file: Enter-o (dots 1-3-5)
Voice setting: Enter-s (dots 2-3-4)
Check the book-info: Enter-i (dots 2-4)

Exit: Space-z (dots 1-3-5-6)
Play/Pause: Space
Move to the beginning of document: Space-1-3 or Space-1-2-3
Move to the last phrase: Space-4-6 or Space-4-5-6
Increase the speed: dots 3-4-5
Decrease the speed: dots 1-2-6
Increase the volume: Space-up arrow key
Decrease the volume: Space-down arrow key
Move to the next phrase: dot 6 or short press “next” button
Move to the previous phrase: dot 3 or short press “previous” button
Move to the next fifty phrase: dot 4
Move to the previous fifty phrase: dot 1
Move to the next page: Space-3-4-5
Move to the previous page: Space-1-2-6
Go to the page: Enter-g (dots 1-2-4-5)
Move up: dot 2
Move down: dot 5
Set to prior level: dots 2-3
Set to next level: dots 5-6
Move to the next heading: Space-5 or long press “next” button
Move to the previous heading: Space-2 or long press “previous” button
Move to the last heading: Space-5-6
Move to the first heading: Space-2-3
Check the currently-reading level and heading: Enter-w (dots 2-4-5-6)
Scan the heading list from the present to the end: Enter-n (dots 1-3-4-5
Find heading: Space-f (dots 1-2-4)
Find again: Enter-f (dots 1-2-4)
Move to Specific Heading: Enter-h (dots 1-2-5)
Set mark at current position: Enter-m (dots 1-3-4)
Move to the next mark: Space-6
Move to the previous mark: Space-3
Delete mark: Space-d (dots 1-4-5)

## 20.11 Bluetooth Manager

Scanning Bluetooth device: Enter-r (dots 1-2-3-5)
Connecting device: enter on the device name
Connecting service: enter on the service name
Disconnect service: Enter-d (dots 1-4-5)
Move to Bluetooth device list in service list: Backspace
Remove device setting in Bluetooth device list: Space-d (dots 1-4-5)

1. FTP service
   Open local folder: Enter-o (dots 1-3-5)
   Copy: Enter-c (dots 1-4)
   Paste: Enter-v (dots 1-2-3-6)
   Send to: Enter-s (dots 2-3-4)
   Retrieve file: Enter-r (dots 1-2-3-5)
   New folder: Enter-f (dots 1-2-4)
   Delete file/folder: Space-d (dots 1-4-5)
   Information: Enter-i (dots 2-4)

## 20.12 Database Manager

Add record: Enter-i (dots 2-4)
Search records: Enter-s (dots 2-3-4)
Table manager: Enter-t (dots 2-3-4-5)
List of records found: Enter-r (dots 1-2-3-5)
Setting backup option: Enter-e (dots 1-5)
Backup database: Enter-u (dots 1-3-6)
Restore database: Enter-o (dots 1-3-5)

1. Move by controls
   Move to the next control: Tab (Space-4-5 or F3)
   Move to the previous control: Shift-Tab (Space-1-2 or Space-F3)
2. Move in a list box
   Move to the next list item: Space-4 or down arrow key
   Move to the previous list item: Space-1 or up arrow key

3. Select your answer in the prompt box
   Move to the next answer: Space-4, Space, or down arrow key
   Move to the previous answer: Space-1, Backspace, or up arrow key
4. Move in the “list of records found”
   Move to the next record: Space-4 or down arrow key
   Move to the previous record: Space-1 or up arrow key
   Move to the last record: Space-4-5-6
   Move to the first record: Space-1-2-3
   Move to the next field: Space-5
   Move to the previous field: Space-2
   Move to previous same field different record: Space-3
   Move to next same field different record: Space-6
   Move to the last field: Space-4-6
   Move to the first field: Space-1-3

## 20.13 Extras

### 20.13.1 Game

Skip record: space-e/space-z

## 20.14 Social networking

### 20.14.1 Twitter

Sign Out: Enter-g (dots 1-2-4-5)
Personal Information: Enter-I (dots 2-4)
Save Current Timeline: Space-s (dots 2-3-4)
Home Timeline: Enter-h (dots 1-2-5)
Friend Timeline: Enter-f (dots 1-2-4)
User Timeline: Enter-u (dots 1-3-6)
Current User Timeline: Backspace-u (dots1-3-6)
Mention Timeline: Enter-m (dots 1-3-4)
Retweet By Me: Backspace-b (dots 1-2)
Retweet To Me: Backspace-t (dots 2-3-4-5)

Retweet Of Me: Backspace-o (dots 1-3-5)
Tweet: Enter-t (dots 2-3-4-5)
Remove Tweet: Space-d (dots 1-4-5)
Retweet: Enter-e (dots 1-5)"
Reply: Enter-y (dots 1-3-4-5-6)
Add To Favorite: Enter-v (dots 1-2-3-6)
Favorite List: Enter-l (dots 1-2-3)
Send Direct Message: Enter-s (dots 2-3-4)
Sent Direct Message: Backspace-m (dots 1-3-4)
Received Direct Message: Backspace-r (dots 1-2-3-5)
Follow User: Backspace-a (dot 1)
Following: Backspace-l (dots 1-2-3)
Followers: Backspace-e (dots 1-5)
Global Search: Space-f (dots 1-2-4)
User Search: Backspace-f (dots 1-2-4)
Search Word List: Backspace-w(dots 2-4-5-6)
Next List: Enter-n (dots 1-3-4-5)
Refresh: Enter-r (dots 1-2-3-5)
Exit: Space-z (dots 1-3-5-6)

Move to the next tweet: Space-4
Move to the previous tweet: Space-1
Move to the first tweet on the refreshing list: Space-1-2-3
Move to the last tweet on the refreshing list: Space-4-5-6
Move to the previous 32 list: Space-1-2-6
Move to the next 32 list: Space-3-4-5

Move to the previous list: up scroll button (Space-1)
Move to the next list: down scroll button (Space-4)
Move to the top of the list: Ctrl-home (Space-1-2-3)/ Home (Space-1-3)
Move to the bottom the list: Ctrl-end (Space-4-5-6)/ End (Space-4-6)
Enter into selected folder or open the selected file: Enter
Move to the upper level folder: Backspace

### 20.14.2 Google Talk

**File (f) Menu Commands**
Sign out (l): Enter-l (dots 1-2-3)
Export Contact Lists(x): Backspace-x (dots 1-3-4-6)
Import Contact Lists (i): Backspace-i (dots 2-4)
Exit (z): Space-z (dots 1-3-5-6)

**Action (a) Menu Commands**
Start Chat (s): Enter-s (dots 2-3-4)
Start Voice Chat : Enter-h (dots 1-2-5)
Send File (f): Enter-f (dots 1-2-4)
Move to Recently Chat (r): Enter-t (dots 2-3-4-5)
Manage Chat (m): Enter-m (dots 1-3-4)

**Contact (b) Menu Commands**
Add Contact (q): Backspace-q (dots 1-2-3-4-5)
Delete Contact (d): Space-d (dots 1-4-5)
Block Contact (b): Backspace-b (dots 1-2)
Manage Block List (m): Backspace-m (dots 1-3-4)
Contact Information (i): Enter-i (dots 2-4)
Manage Contact List (p): Enter-p (dots 1-2-3-4)

**Option (s) Menu Commands**
My Status Options (u): Backspace-u (dots 1-3-6)
Action Options (a): Backspace-a (dot 1)
Alert Options (o): Backspace-o (dots 1-3-5)
Path Options (p): Backspace-p (dots 1-2-3-4)

**Chat Window Menus**

**File (f) Menu Commands**
Save Conversation (e): Space-e (dots 1-5)
Close Chat (z): Space-z (dots 1-3-5-6)

**Edit (e) Menu Commands**
Cut (x): Enter-x (dots 1-3-4-6)
Copy (c): Enter-c (dots 1-4)
Delete (d): Space-d (dots 1-4-5)
Paste (v): Enter -v (dots 1-2-3-6)
Start Selection (b): Enter -b (dots 1-2)
Select All (a): Enter-a (dot 1)
Find (f): Enter -f (dots 1-2-4)
Find Again (g): Backspace-f (dots 1-2-4)

**Action (a) Menu Commands**
Start Chat (s): Enter -s (dots 2-3-4)
Start Voice Chat (v): Enter-h (dots1-2-5)
Stop Voice Chat (v): Space -e (dots 1-5)
Send File (f): Enter -f (dots 1-2-4)
View Contact List (r): Enter -t (dots 2-3-4-5)
Manage Chat (m): Enter -m (dots 1-3-4)
Move to Previous Chat (p): Space -p (dots 1-2-3-4)
Move to Next Chat (n): Space -n (dots 1-3-4-5)

**The move keys in Google Talk.**
Move to the previous Contents: Space-1
Move to the next Contents: Space-4
Move to the previous 32-items of the Contents: Space-1-2-6
Move to the next 32-item of the Contents: Space-3-4-5
Move to the first item of the Contents: Space-1-2-3
Move to the last item of the Contents: Space-4-5-6

### 20.14.3 MSN messenger

4. Sign-in dialog box
   Move to the next control: Tab (Space-4-5 or F3)
   Move to the previous control: Shift-tab (Space-1-2 or Space-F3)
   Check or uncheck a check box: Space

5. The contact list box
   Move to the previous item: Space-1 or up scroll button
   Move to the next item: Space-4 or down scroll button
   Move between online and offline groups: Space-5-6
   Open the menu: Space-m (dots 1-3-4) or F2
   Sign out: Enter-n (dots 1-3-4-5)
   View chat: Enter-r (dots 1-2-3-5)
   My status: Enter-m (dots 1-3-4)
   Close: Enter-z (dots 1-3-5-6)
   Add contact: Enter-a (dot 1)
   Delete contact: Enter-d (dots 1-4-5)
   Contact information: Enter-v (dots 1-2-3-6).
   Send instant message: Enter-s (dots 2-3-4)
   Last message: Backspace-r (dots 1-2-3-5)
   Play keyboard sound: Enter-k (dots 1-3)
   Message sound notification while in current window: Backspace-s (dots 2-3-4)
   Message sound notification while messenger is in the background: Backspace-m (dots 1-3-4)
   Nickname: Enter-p (dots 1-3-4)
   Save account: Enter-o (dots 1-3-5)
   Confirm the received message: Enter-l (Dots 1-2-3)
6. Instant message dialog box
   Move to the next control: Tab (Space-4-5 or F3)
   Move to the previous control: Shift-Tab (Space-1-2 or Space- F3)
   Move between the instant message dialog box and the contact list box: Space-1-2-6 or Space-3-4-5, F1-F2, or F3-F4
   Save as: Space-s (dots 2-3-4)
   Print: Space-p (dots 1-2-3-4)
   Close: Space-e (dots 1-5)
   Cut: Enter-x (dots 1-3-4-6)
   Copy: Enter-c (dots 1-4)
   Delete: Enter-d (dots 1-4-5)
   Paste: Enter-v (dots 1-2-3-6)
   Select all: Enter-a (dot 1)

Start selection: Enter-b (dots 1-2)
Find: Space-f (dots 1-2-4)
Find again: Enter-f (dots 1-2-4)
Invitation: Enter-i (dots 2-4)

## 20.15 Utilities

### 20.15.1 Calculator

Calculator initialize: Backspace-c (dots 1-4)
Delete numbers or operators: Backspace

General function: Enter-g (dots 1-2-4-5)
Plus: Dots 3-4-6
Minus: Dots 3-6
Division: Dots 3-4
Multiplication: Dots 1-6
Percent: Dots 1-4-6
Power: BackSpace-4-5
Square Root: Enter-q (dots 1-2-3-4-5)
Decimal Point: Dots 4-6
Left Parenthesis: Dots 1-2-3-5-6
Right Parenthesis: Dots 2-3-4-5-6
PI: Enter-p (dots 1-2-3-4)
Exp: Enter-e (dots 1-5)

Recall Items: Backspace-r (dots 1-2-3-5)
Delete all save items: Enter-d (dots 1-4-5)
Save Items: Backspace-s (dots 2-3-4)

Trigonometric Function: Enter-s (dots 2-3-4)
Sine: Enter-s (dots 2-3-4), s (dots 2-3-4)
Arc Sine: Enter-s (dots 2-3-4), a (dot 1)
Hyperbolic Sine: Enter-s (dots 2-3-4), h (dots 1-2-5)
Cosine: Enter-i (dots 2-4), i (dots 2-4)

Arc Cosine: Enter-c (dots 1-4), a (dot 1)
Hyperbolic Cosine: Enter-c (dots 1-4), h (dots 1-2-5)
Tangent: Enter-t (dots 2-3-4-5), t (dots 2-3-4-5)
Arc Tangent: Enter-t (dots 2-3-4-5), a (dot 1)
Hyperbolic Tangent: Enter-t (dots 2-3-4-5), h (dots 1-2-5)

Logarithm Function: Enter-l (dots 1-2-3)
Natural Logarithm: Enter-l (dots 1-2-3), e (dots 1-5)
Common Logarithm: Enter-l (dots 1-2-3), n (dots 1-3-4-5)

Copy to Clipboard: Enter-c (dots 1-4)
Option Setting: Enter-o (dots 1-3-5)

### 20.15.2 Setting time and date

Move to the next day: Space-6
Move to the previous day: Space-3
Move to the next week: Space-5
Move to the previous week: Space-2
Move to the next month: Space-4
Move to the previous month: Space-1
Move to the next year: Space-5-6
Move to the previous year: Space-2-3
Move to 1 hour after: Space-4
Move to 1 hour before: Space-1
Move to 10 minutes after: Space-5
Move to 10 minutes before: Space-2
Move to 1 minute after: Space-6
Move to 1 minute before: Space-3
Switch between A.M. and P.M.: Space-x (dots 1-3-4-6)

### 20.15.3 Checking Date and Time

Checking date and time: Space-t (dots 2-3-4-5)

### 20.15.4 Calendar

Move to the previous item: Tab (Space-4-5)
Move to the next item: Shift-tab (Space-1-2)

Move to the next day: Space-6
Move to the previous day: Space-3
Move to the next week: Space-5
Move to the previous week: Space-2
Move to the next month: Space-4
Move to the previous month: Space-1
Move to the next year: Space-5-6
Move to the previous year: Space-2-3

### 20.15.5 Pronunciation dictionary

Move to the previous control: Tab (Space-4-5)
Move to the next control: Shift-tab (Space-1-2)
Move to the previous item in entry: Space-1
Move to the next item in entry: Space-4
Add word: Space-I (dots 2-4)
Modify word: Space-m (dots 1-3-4)
Delete word: Space-d (dots 1-4-5)

### 20.15.6 Stopwatch

Stopwatch start, pause, restart: Enter
Stopwatch Clear: Backspace
Check the elapsed time: space
Switch between stopwatch and count down timer: Tab (Space-4-5) or shift-tab (Space-1-2)
Count down timer pause or restart: Enter
Count down timer Clear: Backspace
Check remaining time: space
Exit stopwatch or count down timer: Space-z (dots 1-3-5-6)

### 20.15.7 Display network status

Display network status: Space-n (dots 1-3-4-5)

### 20.15.8 Display power status

Display power status: Space-1-6

### 20.15.9 Backup/Restore personalized settings

Move to previous item: Space-1 or up arrow key
Move to next item: Space-4 or down arrow key
Move to previous control: Shift-tab (Space-1-2 or Space-F3)
Move to next control: Tab (Space-4-5 or F3)
Select/unselect check box: Space

### 20.15.10 Format

Format: Space-1-2-3

### 20.15.11 Sleep Timer

Set Sleep Timer: Space-j (dots 2-4-5)

### 20.15.12 Upgrading the Voice Sense Firmware

Check download information: Space-i (dots 2-4)
Cancel download and exit: Space-z (dots 1-3-5-6)

# 21. Command Summary for USB Keyboards

## 21.1 Common Combination Keys

Call up the program menu: Winkey
Call up the task ID list: Ctrl-Shift-F10
Call up the menu in the individual program: Alt
Run the individual program in the program menu: Winkey-“Shortcut key” (varies for each program)
Switch to previous program: Alt-Shift-Tab
Switch to next program: Alt-Tab
Exit: Alt-F4
Escape: ESC
Move to the next control in a dialog box: Tab
Move to the previous control in the dialog box: Shift-tab
Move to the previous character: Left arrow key
Move to the next character: Right arrow key
Move to the previous line item: Up arrow key
Move to the next line item: Down arrow key
Move to the beginning of line item: Home key
Move to the end of line item: End key
Move to the top of a document or to the first item: Ctrl-home
Move to the bottom of a document or to the last item: Ctrl-end
Move to the previous page or to the first item of the previous 32-item group: Page up
Move to the next page or to the first item of the next 32-item group: Page down
Read the current item again: Ctrl-shift-r
Say current time: Ctrl-shift-t
Display power status: Ctrl-shift-b
Call up the “Global options”: F10
Online help: F1
Check your version: Ctrl-shift-v only in the Voice Sense "program" menu.

Display network status: Ctrl-shift-n in the Voice Sense "program" menu
Voice volume up: F6
Voice volume down: Shift-F6
Voice rate up: F7
Voice rate down: Shift-F7
Voice pitch up: F8
Voice pitch down: Shift-F8
Voice on/off: F5

## 21.2 File Manager

### 21.2.1 Navigation keys on the file list and menu list

Move to previous item: Up Arrow key
Move to next item: Down Arrow key
Move to the beginning of the list: Ctrl-home
Move to the end of the list: Ctrl-end

### 21.2.2 Navigation Keys in the File List

Fast move to folder list or move to file list: Ctrl-Down Arrow
Move between file list and address window: Tab / shift-tab
Enter into selected folder or open the selected file: Enter
Move to the upper level folder: Backspace
Fast move to the top level disk: Shift-Backspace

### 21.2.3 Item (Folder or File) Selection Keys

Select item by item: Space
Continuous selection: Ctrl-b
Select all: Ctrl-a

### 21.2.4 Hot Keys for the Commands

Open: Ctrl-o
Open with: Ctrl-h
Zip: Ctrl-z
Unzip: Ctrl-u
Send: Ctrl-s
Copy: Ctrl-c
Cut: Ctrl-x
Paste: Ctrl-v
Delete: DEL
Rename: F2
New document: Ctrl-n
New folder: Ctrl-f
File conversion: Ctrl-t
Select all: Ctrl-a
Sort files by: Ctrl-g
Set file info: Ctrl-i
Display only files of type: Ctrl-w
Search file: Ctrl -f
Information: Alt-Enter

## 21.3 Word Processor

### 21.3.1 Hot keys for the command

New document: Ctrl-n
Open: Ctrl-o
Save: Ctrl-s
Save as: Alt-s
Close current document: Ctrl-F4
Print: Ctrl-p
Settings: Ctrl-e
Exit: Alt-f4
Start selection: Ctrl-b
Copy: Ctrl-c
Add to the clipboard: Ctrl-Ins

Clear clipboard: Ctrl-Del
Delete: Del
Cut: Ctrl-x
Paste: Ctrl-v
Delete blank lines: Alt-e
Select All: Ctrl-a
Insert from file: Ctrl-i
Insert date: Ctrl-w
Change insert/overwrite mode: Insert
Check spelling: Ctrl-k
Check spelling of the current word: Alt-k

Find: Ctrl-f
Find again: F3
Replace: Ctrl-r
Go to location: Ctrl-l
Go to previous page: Page up
Go to next page: Page down
Set bookmark: Ctrl-m
Go to bookmark: Ctrl-j
Go to previous document: Shift-Tab
Go to next document: Tab

Read selected text: Alt-b
Read beginning of selected text: Ctrl-u
Read from beginning to cursor: Alt-g
Read from cursor to end: Ctrl-g
Auto scroll: Ctrl-shift-a
Read status: Ctrl-shift-/
Braille document layout: Alt-F5
Print document layout: Alt-F7
Braille paragraph layout: Alt-F6
Print paragraph layout: Alt-F8

### 21.3.2 Miscellaneous Hot Keys

Move to previous character: Left arrow key
Move to next character: Right arrow key
Move to previous word: Ctrl-Left arrow
Move to next word: Ctrl-Right arrow
Move to the beginning of the line: Home key
Move to the end of the line: End key
Move to previous line: Up arrow key
Move to next line: Down arrow key
Move to previous paragraph: Ctrl-up arrow
Move to next paragraph: Ctrl-down arrow
Move to the beginning of the document: Ctrl-home
Move to the end of the document: Ctrl-end

Read current paragraph: Ctrl-shift-v
Read current line: Ctrl-shift-c
Read current word: Ctrl-shift-x
Read current character: Ctrl-shift-z

Delete current paragraph: Alt-Del
Delete current line: Ctrl-Backspace
Delete current word: Alt-Backspace
Delete current character: DEL

Confirm current cursor position: Ctrl-Shift-s
Set view format character: Ctrl -5
Set reading unit: Ctrl-3
Set read only: Ctrl-2

## 21.4 Address Manager

### 21.4.1 Move keys for moving from field to field in the record or in the menu

Move to the previous field or menu item: UP Arrow
Move to the next field or menu item: Down Arrow
Move to the first field or menu item: Home
Move to the last field or menu item: End

### 21.4.2 Move Keys for Moving from Record to Record

Move to the previous record: Up Arrow
Move to the next record: Down Arrow
Move to the first record: Ctrl-Home
Move to the last record: Ctrl-End
Move to the previous field: Ctrl-Left arrow key
Move to the next field: Ctrl-Right arrow key
Move to the first record: Ctrl-Home
Move to the last record: Ctrl-End
Move to next same field different record: Left arrow key
Move to previous same field different record: Right arrow key

### 21.4.3 Hot Keys for the Commands

Add address: Ctrl-n
Search address: Ctrl-f
Modify address: Ctrl-m
Delete address: DEL
Select all: Ctrl-a
Save as a file: Alt--s
Print address: Ctrl-p
Backup address list: Ctrl-u
Restore address list: Ctrl-r
Backup option: Ctrl-e
Setting add/Searching address fields: Ctrl-o

### 21.4.4 Miscellaneous Hot Keys

Tab: tab

Shift-tab: Shift-tab
Cancel: ESC
Exit: Alt-f4

## 21.5 Schedule Manager

### 21.5.1 Hot keys for the commands

Move to the next field: Tab
Move to the previous field: Shift tab
Search address: Ctrl-s
Add schedule: Ctrl-n
Modify schedule: Ctrl-m
Delete schedule: DEL
Alarm option: Ctrl-o
Save schedule as file: Alt-s
Backup schedule list: Ctrl-u
Restore schedule list: Ctrl-r
Backup option: Ctrl-e
Switch searching mode: Ctrl-F2

### 21.5.2 Movement Keys for the Search Result List

1. Move from an appointment to another in the schedule list
   Move to the previous appointment in the same day: Up Arrow
   Move to the next appointment in the same day: Down Arrow
   Move to the first appointment in the same day: Home
   Move to the last appointment in the same day: End
2. Move from one appointment to another in all the appointments registered
   Move to the previous schedule: Ctrl-Left Arrow
   Move to the next schedule: Ctrl-Right Arrow
   Move to the first schedule: Ctrl-Home
   Move to the last schedule: Ctrl-End

## 21.6 E-mail

### 21.6.1 Hot keys for reading e-mails

Call “Accounts manager”: Ctrl-m
Check for new mail: Alt-m
Write new message: Ctrl-n
Reply: Ctrl-r
Reply all: Alt-r
Forward: Ctrl-f
Call up “set path”: Ctrl-p
Call up “set option”: Ctrl-o
Call up “set spam”: Ctrl-e
Find: Ctrl-shift-f
Find again: f3
Move to mailbox: Alt-x
Copy to mailbox: Alt-c
Add a sender to the address list: Ctrl-i (This is valid only at the “from” item).
Delete received e-mail: Del (It is valid only at the “Subject” and “date” item).
Save the received e-mail as text file: Alt-s
Print the received e-mail: Alt-p
Move to unread message: Ctrl-u (It is valid only at the “Subject” and “date” item)
Cancel: ESC
Cancel and exit from e-mail program: Alt-F4

### 21.6.2 Hot Keys for Sending E-mail Including Reply, Forward, and Save in the Pail outbox

Search address list: Ctrl-l
Attach file: Ctrl-f
Send e-mail: Ctrl-s
Save in mail outbox: Ctrl-shift-s

Cancel: ESC
Cancel and exit from e-mail program: Alt-F4

### 21.6.3 Hot Keys for Reading E-mail messages or Writing an E-mail Message

Start selection: Ctrl-b
Select all: Ctrl-a
Copy to the clipboard: Ctrl-c
Cut to the clipboard: Ctrl-x (It is not valid when you are reading e-mail).
Paste from the clipboard: Ctrl-v (It is not valid when you are reading e-mail).
Delete selection and delete a letter: Del (It is not valid when you are reading e-mail).
Cancel block: ESC

## 21.7 Media Player

### 21.7.1 Hot keys for commands

Open file: Ctrl-o
Open folder: Ctrl-f
Add file: Alt-o
Add folder: Alt-f
Save play list: Ctrl-s
Save as play list: Alt-s
Delete time: DEL

Play: x or Enter
Previous track: z or Alt-Left arrow
Next track: b or Alt-Right arrow
5th previous track: Alt-up arrow
5th next track: Alt-down arrow
First track: Ctrl-home key

Last track: Ctrl-end key
Move to backward by time index and play: Ctrl-Left arrow key
Move to forward by time index and play: Ctrl-Right arrow key
Change time index: Ctrl-Up arrow key or Ctrl-Down arrow key
Volume up: Shift-up arrow
Volume down: Shift-down arrow
Speed up: Shift-left arrow
Slow down: Shift-right arrow
Pause/Continue: Space
Stop: c or Backspace
Delete play list during stop: DEL

Record: Ctrl-r
Play: Enter
Stop: Backspace
Pause/Continue recording: Space

Configuration dialog box: Alt-c
Set bookmark: Ctrl-m
Delete bookmark: Ctrl-d
Jump to bookmark: Ctrl-j
Go to position: Ctrl-g

Playback setting dialog box: Ctrl-p
Record setting dialog box: Alt-r

### 21.7.2 Hot Keys in the Play Information Tab

Move to the next information: Down arrow
Move to the previous information: Up arrow
Pause/Play when it is pause state: Space
Start playing: Enter
Stop playing: Backspace
Play the next file: Alt-Right arrow
Play the previous file: Alt-Left arrow

Play the last file: Ctrl-end key
Play the first file: Ctrl-home key
Play the fifth file after the current file: Alt-Down arrow
Play the fifth file before the current file: Alt-Up arrow
Move to backward by time index and play: Ctrl-Left arrow
Move to forward by time index and play: Ctrl-Right arrow
Change time index: Ctrl-Up arrow or Ctrl-Down arrow
Volume up: Shift-Up arrow
Volume down: Shift-Down arrow
Speed up: Shift-Left arrow
Slow down: Shift-Right arrow
Open menu: Alt
Open help: F1
Move to “play list” tab: Tab/Shift-tab
Exit “media player”: Alt-F4

### 21.7.3 Hot Keys in the Play List Tab

Move to the next file: Down arrow
Move to the previous file: Up arrow
Move to the last file: END key
Move to the first file: HOME key
Select resume current file (while playing, it is used as plays/pause): Space
Start selecting files: Ctrl-b
Start playing the selected files: Enter
Stop playing: Backspace
Delete the selected files in the play list: DEL
Play the next file: Alt-Right arrow
Play the previous file: Alt-Left arrow
Play the last file: Ctrl-end key
Play the first file: Ctrl-home key
Play the fifth file after the current file: Alt-Down arrow
Play the fifth file before the current file: Alt-Up arrow
Move to backward by time index and play: Ctrl-Left arrow

Move to forward by time index and play: Ctrl-Right arrow
Change time index: Ctrl-Up arrow or Ctrl-Down arrow
Volume up: Shift-Up arrow
Volume down: Shift-Down arrow
Speed up: Shift-Left arrow
Slow down: Shift-right arrow
Open menu: Alt
Open help: F1

Move to “playback information” tab: Tab/shift-tab
Exit “media player”: Alt-f4

## 21.8 FM radio

Call up the sets dialog box: Ctrl-e
Call up the menu: Alt
Internal speakers on/off: Ctrl-shift-x
Move to next frequency: Right arrow key
Move to previous frequency: Left arrow key
Auto previous frequency: Ctrl-Left arrow
Auto next frequency: Ctrl-right arrow
Go to frequency: Ctrl -f
Move to previous channel: a
Move to next channel: `
Registry channel: Ctrl-s
Delete the channel: DEL
Call up the record dialog box: Ctrl-r
Record start/pause: Space
Record stop: Backspace
Mute on/off: Space
Volume up: Shift-Up arrow
Volume down: Shift-Down arrow
Recoding settings: Alt-r

## 21.9 Web Browser

### 21.9.1 Hot keys for the command

Open URL: Ctrl-l
Open: Ctrl-o
Save as: Ctrl-s
Page information: Alt-Enter
Exit: Alt-f4

Read from beginning to cursor: Alt-g
Read from cursor to end: Ctrl-Shift-Enter
Auto scroll: Ctrl-shift-a

Copy selection: Ctrl-b
Copy: Ctrl-c
Add clipboard: Ctrl-Ins
Copy URL: Alt-d
Copy link address: Alt-l

Go to the home page: Alt-h
Go to the previous page: Alt-Left arrow
Go to the next page: Alt-Right arrow
Go to previous text: Ctrl-F5
Go to next text: Ctrl-F6
Go to previous heading: Alt-b or Ctrl-F3
Go to next heading: Alt-f or Ctrl-F4
Refresh: Ctrl-r
Open the history list: Ctrl-h
Check the address of the selected title in the history list: Ctrl-shift-i
Find: Ctrl-f
Find again: F3 or ctrl-f
Links list: Alt-i

Register as your home page: Ctrl-s

Add to favorites: Alt-a
Favorites list: Ctrl-l

### 21.9.2 Hot Keys When Playing Audio Files in web browser

Turn up the volume: Shift-up arrow
Turn down the volume: Shift-down arrow

### 21.9.3 Hot Keys for Reading Web Pages

Move to the previous control: Shift-tab
Move to the next control: Tab
Select the next item in the combo box (list box): Alt-Down arrow
Select the previous item in the combo box (list box): Alt-Up arrow

Move to the previous form: Ctrl-F1
Move to the next form: Ctrl-F2

Move to the previous table: Ctrl-F7
Move to the next table: Ctrl-F8
Move to the previous cell: Ctrl-Shift-Left arrow
Move to the next cell: Ctrl-Shift-Right arrow
Move to the upper cell: Ctrl-Shift-Up arrow
Move to the lower cell: Ctrl-Shift-Down arrow
Read current cell: Ctrl-shift-F
Move to the previous cell of the upper level table: Ctrl-Left arrow
Move to the next cell of the upper level table: Ctrl-Right arrow
Move to the upper cell of the upper level table: Ctrl-Up arrow
Move to the lower cell of the upper level table: Ctrl-Down arrow
Check the current position: Ctrl-shift-s

Move to the previous frame: Ctrl-F9
Move to the next frame: Ctrl-F10

Read the current line: Ctrl-shift-r

## 21.10 Daisy Player

Play/Pause: Space
Move to the beginning of document: Home or ctrl-home
Move to the last phrase: End
Increase the speed: Shift-Left arrow
Decrease the speed: Shift-Right arrow
Increase the volume: Shift-Up arrow
Decrease the volume: Shift-Down arrow

Move to the next phrase: Right arrow key
Move to the previous phrase: Left arrow key
Move to the next fifty phrase: Ctrl-Up arrow
Move to the previous fifty phrase: Ctrl-Down arrow
Move to the next page: Page down key
Move to the previous page: Page up key
Go to the page: Ctrl-g

Move to the upper-level: Alt-Left arrow
Move to the down-level: Alt-Right arrow
Move to the next level at the preset level: Alt-Up arrow
Move to the previous level at the preset level: Alt-Down arrow

Move to the next heading: Ctrl-F6
Move to the previous heading: Ctrl-F5
Move to the first heading: Ctrl-F7
Move to the last heading: Ctrl-F8
Check the currently-reading level and heading: Ctrl-w
Scan the heading list from the present to the end: Ctrl-n
Find heading: Ctrl -f
Find again: F3

Set mark at current position: Ctrl-m
Move to the next mark: N

Move to the previous mark: V
Delete mark: DEL

Move to the title list: Shift-Backspace
Open daisy file: Ctrl-o
Check the book-info: Alt-Enter
Voice setting: Ctrl-s

## 21.11 Bluetooth Manager

Scanning bluetooth device: Ctrl-r
Connecting device: enter on the device name
Connecting service: enter on the service name
Disconnect service: Ctrl-d
Move to Bluetooth device list in service list: Backspace

1. FTP service
   Open local/remote folder: Ctrl-o
   Copy: Ctrl-c
   Paste: Ctrl-v
   Send to: Ctrl-s
   Retrieve file: Ctrl-r
   New folder: Ctrl-f
   Delete file/folder: DEL
   Information: Ctrl-i

## 21.12 Database Manager

Add record: Ctrl-n
Search records: Ctrl-f
Table manager: Ctrl-t
List of records found: Ctrl-r
Setting backup option: Ctrl-e
Backup database: Ctrl-u
Restore database: Ctrl-o

1. Move by controls
   Move to the next control: Tab
   Move to the previous control: Shift-Tab
2. Move in a list box
   Move to the next list item: Down arrow key
   Move to the previous list item: Up arrow key
3. Select your answer in the prompt box
   Move to the next answer: Space, or down arrow key
   Move to the previous answer: Backspace, or up arrow key
4. Move in the “list of records found”
   Move to the next record: Down arrow key
   Move to the previous record: Up arrow key
   Move to the last record: Ctrl-end
   Move to the first record: Ctrl-home
   Move to the next field: Ctrl-right arrow
   Move to the previous field: Ctrl-left arrow
   Move to previous same field different record: Left arrow key
   Move to next same field different record: Right arrow key
   Move to the last field: End
   Move to the first field: Home

## 21.13 Extras

### 21.13.1 Games

Skip record: Esc key/Alt-F4

## 21.14 Social Networking

### 21.14.1 Twitter

Sign Out: Ctrl-g
Personal Information: Ctrl-I
Save Current Timeline: Alt-s
Home Timeline: Ctrl-h

Friend Timeline: Ctrl-f
User Timeline: Ctrl-u
Current User Timeline: Alt-u
Mention Timeline: Ctrl-m
Retweet By Me: Alt-b
Retweet To Me: Alt-t
Retweet Of Me: Alt-o
Tweet: Ctrl-t
Remove Tweet: Delete
Retweet: Ctrl-e
Reply: Ctrl-y
Add To Favorite: Ctrl-v
Favorite List: Ctrl-l
Send Direct Message: Ctrl-s
Sent Direct Message: Alt-m
Received Direct Message: Alt-r
Follow User: Alt-a
Following: Alt-l
Followers: Alt-e
Global Search: Ctrl-f
User Search: Alt-f
Search Word List: Alt-w
Next List: Ctrl-n
Refresh: Ctrl-r
Exit: Alt-F4
Escape: Esc key

Move to the next tweet: Down arrow key
Move to the previous tweet: Up arrow key
Move to the first tweet on the refreshing list: Ctrl-Fn-Left arrow key
Move to the last tweet on the refreshing list: Ctrl-Fn-Right arrow key
Move to the previous 32 list: Fn-Un arrow key
Move to the next 32 list: Fn-Down arrow key

Move to the previous list: Up arrow key
Move to the next list: Down arrow key
Move to the top of the list: Ctrl-Fn-Left arrow key/Fn-Left arrow key
Move to the bottom the list: Ctrl-Fn-Right arrow key/Fn-Right arrow key
Enter into selected folder or open the selected file: Enter
Move to the upper level folder: Backspace

### 21.14.2 Google talk

**File Menu Commands**
Sign out: Ctrl-l
Export Contact Lists: Alt-x
Import Contact Lists: Alt-i
Exit: Alt-F4

**Action Menu Commands**
Start Chat: Ctrl-s
Start Voice Chat: Ctrl-h
Send File: Ctrl-f
Move to Recently Chat: Ctrl-t
Manage Chat: Ctrl-m

**Contact Menu Commands**
Add Contact: Alt-q
Delete Contact: Delete
Block Contact: Alt-b
Manage Block List: Alt-m
Contact Information: Ctrl-i
Manage Contact List: Ctrl-p

**Option Menu Commands**
My Status Options: Alt-u
Action Options: Alt-a
Alert Options: Alt-o

Path Options: Alt-p

**Chat Window Menus**

**File Menu Commands**
Save Conversation: Alt-s
Close Chat: Alt-F4

**Edit Menu Commands**
Cut: Ctrl-x
Copy: Ctrl-c
Delete: Delete
Paste: Ctrl-v
Start Selection: Ctrl-b
Select All: Ctrl-a
Find: Ctrl-f
Find Again: F3

**Action Menu Commands**
Start Chat: Ctrl-s
Start Voice Chat: Ctrl-h
Stop Voice Chat: Esc key
Send File: Ctrl-f
View Contact List: Ctrl-t
Manage Chat: Ctrl-m
Move to Previous Chat: Ctrl-Shift-Tab
Move to Next Chat: Ctrl-Tab

**The move keys in Google Talk.**
Move to the previous Contents: Up arrow key
Move to the next Contents: Down arrow key
Move to the previous 32-items of the Contents: Fn-Up arrow key button
Move to the next 32-item of the Contents: Fn-Down arrow key button

Move to the first item of the Contents: Ctrl-Fn-Left arrow key
Move to the last item of the Contents: Ctrl-Fn-Right arrow key

### 21.14.3 MSN messenger

1. Sign-in dialog box
   Move to the next control: Tab
   Move to the previous control: Shift-Tab
   Check or uncheck a check box: Space

2. The contact list box
   Move to the previous item: Up arrow key
   Move to the next item: Down arrow key
   Move between online and offline groups: Ctrl-Down arrow key
   Open the menu: Alt
   Signout: Ctrl-n
   View chat: Ctrl-r
   My status: Ctrl-m
   Exit: Alt-F4
   Add contact: Ctrl-a
   Delete contact: Ctrl-d
   Contact information: Ctrl-v
   Send instant message: Ctrl-s
   Last message: Alt-r
   Play keyboard sound: Ctrl-k
   Message sound notification while in current window: Ctrl-Shift-s
   Message sound notification while messenger is in the background: Alt-m
   Nickname: Ctrl-p
   Save account: Ctrl-o
   Confirm the Received Message: Ctrl-l

3. Instant message dialog box
   Move to the next control: Tab

Move to the previous control: Shift-Tab
Move between the instant message dialog box and the contact listbox: Page up, Page down
Save as: Alt-s
Print: Ctrl-p
Close: ESC
Cut: Ctrl-x
Copy: Ctrl-c
Delete: Del
Paste: Ctrl-v
Select all: Ctrl-a
Start selection: Ctrl-b or F2
Find: Ctrl-f
Find again: F3
Invitation: Ctrl-i
Change my status: Ctrl-t
Line break in the message box: Ctrl-Enter

## 21.15 Utilities

### 21.15.1 Calculator

Calculator initialize: Alt-c
Delete numbers or operators: Backspace

General function: Ctrl-g
Plus: +
Minus: -
Division: /
Multiplication: *
Percent: %
Power: Alt-shift-6
Square Root: Ctrl-q
Decimal Point: .
Left Parenthesis: (

Right Parenthesis: )
PI: Ctrl-p
Exp: Ctrl-e

Recall Items: Alt-r
Delete all saved items: Ctrl-d
Save Items: Alt-s

Trigonometric Function: Ctrl-s
Sine: Ctrl-s, s
Arc Sine: Ctrl-s, a
Hyperbolic Sine: Ctrl-s, h
Cosine: Ctrl-c, c
Arc Cosine: Ctrl-c, a
Hyperbolic Cosine: Ctrl-c, h
Tangent: Ctrl-t, t
Arc Tangent: Ctrl-t, a
Hyperbolic Tangent: Ctrl-t, h

Logarithm Function: Ctrl-l
Natural Logarithm: Ctrl-l, e
Common Logarithm: Ctrl-l, n

Copy to Clipboard: Ctrl-I
Option Setting: Ctrl-o
Statistics function: Alt-t

### 21.15.2 Setting the Date and Time

Move to the next day: Right arrow
Move to the previous day: Left arrow
Move to the next week: Ctrl-right arrow
Move to the previous week: Ctrl-left arrow
Move to the next month: Down arrow
Move to the previous month: Up arrow

Move to the next year: Ctrl-down arrow
Move to the previous year: Ctrl-up arrow

Move to 1 hour after: Down arrow
Move to 1 hour before: Up arrow
Move to 10 minutes after: Ctrl-right arrow
Move to 10 minutes before: Ctrl-left arrow
Move to 1 minute after: Right arrow
Move to 1 minute before: Left arrow
Switch Between A.M. and P.M.: Ctrl-shift-x

### 21.15.3 Checking the Date and Time

Checking date and time: Ctrl-shift-t

### 21.15.4 Calendar

Move to the previous item: Tab
Move to the next item: Shift-tab

Move to the next day: Right arrow
Move to the previous day: Left arrow
Move to the next week: Ctrl-Right arrow
Move to the previous week: Ctrl-Left arrow
Move to the next month: Down arrow
Move to the previous month: Up arrow
Move to the next year: Ctrl-Down arrow
Move to the previous year: Ctrl-Up arrow

### 21.15.5 Pronunciation dictionary

Move to the previous control: Tab
Move to the next control: Shift-tab
Move to the previous item in entry: Up arrow
Move to the next item in entry: Down arrow

Add word: Alt-i
Modify word: Alt-m
Delete word: Del

### 21.15.6 Stopwatch

Stopwatch start, pause, restart: Enter
Check the elapsed time: Space
Stop Braille display: Ctrl-Shift-Space
Restart Braille display: Ctrl-Shift-Space
Switch between stopwatch and count down timer: Tab
Count down timer pause or restart: Enter
Count down timer Clear: Backspace
Exit stopwatch or count down timer: Alt-f4

### 21.15.7 Display network status

Display network status: Ctrl-shift-n

### 21.15.8 Display power status

Display power status: Ctrl-shift-b

### 21.15.9 Backup/Restore personalized settings

Move to previous item: Up arrow
Move to next item: Down arrow
Move to previous control: Shift-Tab
Move to next control: Tab
Select/unselect check box: Space

### 21.15.10 Upgrading Voice Sense Firmware

Check download information: Space
Cancel download and exit: Alt-f4

# 22. Troubleshooting Guide

If you are having trouble with the Voice Sense, please try the following suggestions according to your problem:

## 22.1 The Voice Sense Will Not Turn On

1. Check to make sure that the battery is inserted in to its compartment properly.
2. If the battery is inserted properly, connect the AC adapter, and plug the AC adapter in to an electrical outlet. The battery may need to be charged.
3. Or, Check the location of keyboard lock switch. If this switch put on “lock,” power switch does not work.

## 22.2 The Voice Cannot Be Heard

1. Make sure the volume is turned up. Press “BackSpace-F4” to turn up the volume.
2. Make sure the voice is turned on. Press “Space-o (dots 1-3-5)” to open the “Global options”. Press “F3-F4” once. Then, press “Space.” Then, press “Enter.” This will turn on the voice.

## 22.3 The Voice is Too Fast to Understand

1. Press “Space-F1” to slow down the voice rate.

## 22.4 The Voice Pitch Is Too Low or Too High to Understand

1. Press “Enter-F1” to lower the pitch, or press “Enter-F4” to raise the voice pitch.

## 22.5 Lost Your Place

1. If you have lost your place in the Voice Sense, and cannot remember where you are press “F1” to access the “program” menu. Then, press “F2-F3” to switch between programs that are open. If you are in the word processor, pressing “space1-5-6” will give you your current location.

## 22.6 No Internet Connection

1. If you are using a LAN, make sure that the Ethernet cable is connected.
2. If you are using a modem, make sure that the phone line is connected to the modem.
3. If you are using a DSL connection, make sure that that the Ethernet cable is connected.

## 22.7 Email

1. If you are having trouble downloading email, please contact your Internet service provider to make sure that you have the correct POP3 and SMTP settings.

## 22.8 The Voice Sense Does Not Respond

1. If the Voice Sense does not respond to keystrokes or commands, it may be necessary to reset the unit. To reset the Voice Sense, press the reset button, or press “1-2-3-4-5-6-F2-F3.” Do NOT hold the reset button for more than 5 seconds.

# 23. Accessories

For information on available accessories for the Voice Sense, please contact HIMS. You can contact HIMS at sales@hims-inc.com. Or, you can contact HIMS Inc by phone at 888-520-4467. You can also visit HIMS on the web at www.hims-inc.com.

# 24. Obtaining Support

If you are having any problems with your Voice Sense, please contact the Hims-inc. If you require further assistance, please contact us at support@hims-inc.com. Or, you can contact HIMS by phone at 512-837-2000.